

March 13, 2020

Dear Parents and Guardians,

At this time, the Fox Chapel Area School District has decided to close all campuses through spring break. **Classes tentatively are scheduled to resume in Fox Chapel Area schools on Monday, April 13.** In the event that this date would change, we will communicate that in a timely fashion.

Please know that we understand the challenges and stress that a prolonged closure will put on our families. However, we believe that shutting down our campuses is in the best interest of protecting the health and welfare of every member of our educational community, especially those at a higher risk of contracting coronavirus. We will be here to assist our families in any way that we can during this time.

Here is the latest information we have in regard to how the district will operate during the shutdown.

ONLINE INSTRUCTION

As we detailed in a prior communication, we have created a comprehensive plan for how we will continue instruction via online learning. Electronic devices and/or Wi-Fi hotspots are being distributed today to students who have indicated a need for them.

As we previously communicated, students will not begin online learning until the third day of the closure, which will be Tuesday, March 17. Elementary school students will use Google Classroom and Clever for their instruction. Secondary students will utilize Schoology and Clever.

ACADEMIC EXPECTATIONS

Elementary

Student Expectations

1. Check your USPS mailbox. Usernames and passwords have been mailed to all elementary students.
2. Go to www.fcasd.edu and complete the Promissory Note for Students. You only need to do this once.
3. Every day, go to www.fcasd.edu and complete the daily attendance web form.
4. Log into Google Classroom using the credentials that have been provided to you. If you need help logging in, please contact the help desk by using this [form](#).
5. Complete the work for each of your courses, including your special area classes. You can complete the coursework at any time of the day.

6. Teachers will be available at times in the morning and afternoon through Google Meets/Hangout. Teachers will communicate virtual meeting times directly to students and guardians. Additionally, they will be available throughout the day via email.

Parent/Guardian Expectations

1. Go to www.fcasd.edu and complete the Promissory Note for Parents. You only need to do this once.
2. As often as you can, ensure your student is completing their online assignments.
3. Email your student's teachers if you have any questions or concerns.

Middle School and High School

Student Expectations

1. Go to www.fcasd.edu and complete the Promissory Note for Students. You only need to do this once.
2. Every day, go to www.fcasd.edu and complete the daily attendance web form.
3. Log into Clever or Schoology as you normally do using the lastname_firstname@cl.fcasd.edu login credentials. If you need help logging in, please contact the help desk by using this [form](#).
4. Complete the work for each of your courses in Schoology, including your unified arts and/or electives. You can complete the classwork at any time of the day.
5. Your teachers will be available to you through email or messaging in Schoology, etc. in the morning and in the afternoon, and may be available at other times throughout the day. Teachers will communicate virtual office hours directly to students and parents/guardians.

Parent/Guardian Expectations

1. Go to www.fcasd.edu and complete the Promissory Note for Parents. You only need to do this once.
2. As often as you can, ensure your student is completing work online.
3. Email your student's teachers if you have any questions or concerns.

BUILDING ACCESS

On Monday, March 16, Fox Chapel Area High School and Dorseyville Middle School will be open from 7 a.m to 3 p.m. for students to retrieve belongings they'd like to have at home amid the district's closure. Students will enter the school at the main entrance. On Tuesday, March 17, the high school and DMS will be open from 7-11 a.m., and the district will offer two bus runs for high school students and one bus run for middle school students to pick up items. An email will follow with bus information. To encourage social distancing, as recommended by the Centers for Disease Control and Prevention, we recommend that you drive your child(ren) to school, if possible.

Elementary schools will be open Monday, March 16, and Tuesday, March 17, on a case-by-case basis so students can retrieve medication. Parents who need to pick up medicine should contact their elementary school's office.

ATHLETICS/ACTIVITIES

All athletic practices, meetings, and games are canceled. This means that no practice or game may be conducted under the guidance of a Fox Chapel Area coach's supervision either on or off campus. Coaches may supply athletes with at-home workouts, but, again, no one will meet or practice/play during the closure. Further details pertaining to missed games will be made available at a later date.