



March 13, 2020

Dear Goodwill Excel Center Students:

At the Goodwill Excel Center (GEC), we are committed to ensuring the well-being of each student and team member. We have been carefully monitoring the news regarding the COVID-19 (commonly referred to as "coronavirus") outbreak. As you might be aware, DCPS has issued communication about their school closure plan.

We want to update you with our school closure plan given the dynamic nature of this event. First, to help ensure that we are making every effort to mitigate the spread of unwanted germs and bacteria we have enhanced our custodial services at GEC. This Friday and Saturday the school will undergo a deep cleaning out of precaution.

We have also decided to close GEC and implement a distance learning program as well as shift our spring break during this closure. Please read carefully as we are operating along the same closure period as DCPS but have shifted our spring break and distance learning weeks during this time.

- **Friday, March 13** – GEC staff planned and prepared for distance learning.
- **Monday, March 16** – GEC will be open and run as a normal operational day from 8:30am-5pm with our full class schedule running as usual. The YMCA will be open for students who have daycare spots. Most importantly, GEC students will be issued classwork packets for their classes and instructions for the distance learning period. Also, students will ensure they have logins to any online classes, Google classrooms, Remind app, and PowerSchool. Students will also update contact information with their coaches. If you have a child who is out of school, we have adjusted our child policy to allow you to bring your child in on Monday so you can pick up your work. However, you cannot stay for class if you bring your child and the YMCA will not be taking drop ins.
 - ✓ **Tuesday, March 17** – Distance learning begins for all students. GEC will not be holding on site classes. However, GEC will be open from 8:30-12pm if you did not pick up your classwork packets on Monday.
- **Tuesday, March 17 to Friday, March 20** – Students will participate in distance learning. You will receive instructions from your teachers and be contacted by your coach. We know DCPS is taking their Spring Break this week, but we will be focused on ensuring we are connected to you and engaged with your work and any support you need.



- **Monday, March 23 to Monday, March 30** – GEC will take its Spring Break for students and staff. There will no longer be a Spring Break in our April period. This will now be a regular week of school in Term 4.
 - ✓ During this time GEC staff will not be available. Any questions you have about schoolwork or concerns will be answered upon our return to distance learning on Tuesday, March 31.
- **Tuesday, March 31** – Distance Learning and check in calls from GEC staff to all students.
- **Wednesday, April 1** – GEC anticipates resuming operations.

Also, our alumni community will continue to have full access to our College and Career Readiness (CCR) team during distance learning hours.

We are grateful for your patience and flexibility as we work as a community to manage the dynamic nature of this event and prepare a plan that has best interest for the health and safety for our students, staff, and community while also continuing learning.

We will continue to monitor updates from the District Government and share critical updates as they arise. We hope to resume operations on April 1, but we will continue to monitor and communicate any updates as they arise. Rest assured that the health and safety of our students is always paramount. If you have any further questions, please email me at Chelsea.Kirk@goodwillexcelcenter.org or call me at (202)-309-6615.

Sincerely,

Dr. Chelsea Kirk
School Director

Cc: Catherine Meloy
Colleen Paletta
Nicholas Paczkowski