



**March 12, 2020**

To the Byram Hills School Community,

In response to the fast spread of the coronavirus in Westchester County, the Byram Hills School District will not conduct instruction in our school buildings until after the April break.

It is imperative that the District respond to the threat of the proximity of cases to our area and the potential for the spread of this virus here in our community. We just learned that a parent of students in multiple buildings is symptomatic after contact with another person with the coronavirus. While we realize that a change to our schedule poses potential childcare issues for families and that we will face challenges to optimize instruction, it is important that we take decisive action and attempt to stop the transmission of this virus in our community.

Our dedicated administrators, faculty and staff have committed to provide as much continuity of education as possible. A specific timeline for virtual learning (effective until Monday, April 13th) and guidance for the school community are outlined below:

**Monday March 16th and Tuesday March 17th:**

Students will not report to school, but the buildings will remain open from 8:00am-4:00pm for student access to lockers. There will be no bus service.

The technology department will be available to deploy devices and portable wifi for students who need them on Tuesday.

Faculty and staff may enter the buildings to access classrooms for items needed for virtual learning and will be completing professional development opportunities to transition to a virtual learning environment.

**March 18th to April 3rd: Virtual Learning**

The goal of virtual learning is to ensure the continuity of education for our students. We are finalizing a parent handbook for e-learning that will outline the expectations for student learning, access to e-learning documents, how to communicate with faculty, and technology support. You can expect to receive this document in a few days. Furthermore, we will send out a schedule for students to pick up Chromebooks on Tuesday for those who indicated a need for a device.

All staff will be available via email for phone conversations, including teachers, guidance counselors, school psychologists, administrators and appropriate staff.

**April 6th to April 10th: Spring Recess**

**Additional Information and Calendar Information:**

- All extracurricular and sports activities are cancelled until April 13th, unless meetings can occur virtually.
- The athletics department will update the community regarding Section 1 Athletics.
- Students should not gather in groups on our campuses.
- Parents should contact the building principal if support is needed.
- Information about NYS Assessments, Regents exams, and the school calendar will be provided as soon as we receive guidance from the NYS Department of Education.
- While this is our current plan, the district must reserve the right to make changes to the calendar, as necessary.
- The transportation department will be in touch with all out-of-district students who use our services.

**Guidance for families:**

- To avoid the spread of coronavirus:
- Students should maintain social distance and avoid close contact with peers and others.
- Technology is the safest medium for children to enjoy each other's company.
- Parents should email school psychologists and guidance counselors for support.

Thank you for your understanding as we endeavor to keep our community safe. This is an unprecedented challenge, and we ask for the support and assistance of families during this time. Our school community is fortunate in that we share in the commitment to keep our children and each other safe. Please rely on your children's teachers and administrators for continued support.

Jen Lamia, Ed.D  
Superintendent of Schools

Scott Levy  
Board of Education President