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March 19, 2020

Dear Brooklyn High School for Leadership and Community Service community members,

These are trying times for all of us, and I wish that you and your families are all staying safe, hopeful and healthy. Know that as a close-knit community, we are here to support you and keep you informed. This letter is to provide updates and guidance as we move forward into the weeks ahead.

Presently, all New York City schools will be closed until April 20<sup>th</sup>, 2020. During this time, Brooklyn High School for Leadership and Community Service will provide remote instruction through the digital platform, Google Classroom. As such, beginning Monday, March 23<sup>rd</sup>, all teachers will use Google Classroom to deliver lessons, provide assignments and resources, as well as collect work and communicate with students. Google Classroom is a platform that we have used over the past three years, is most familiar to teachers and students, and well suited for all subject matter. Teachers will be checking their classes and updating information in Google Classroom daily, and it is the expectation that assignments are completed by April 20<sup>th</sup>.

Please note that as schools are closed, the primary way in which we will communicate with parents is Kinvoled, so please use Kinvoled for any questions. If you are having issues with Kinvoled or are not receiving messages, parents should contact Assistant Principal Bill Boyce via email at [wboyce@schools.nyc.gov](mailto:wboyce@schools.nyc.gov), or phone at 718-427-3542. Administrators, teachers and counselors will also be using Kinvoled to send important messages to students, so please make sure students are checking their phones and emails as new information will continue to be delivered.

Today students picked up materials, including technology to participate in remote learning. If your child is still in need of equipment, as per the Department of Education, "the DOE is lending internet-enabled iPads to support remote learning for students. If you would like to request a device for a NYC student in your family, please fill out the form below. The DOE will use the contact information you provide to get in touch with you to discuss when and where you can pick up a device. Priority will be given to students most in need, and all devices are granted on a temporary basis and will later need to be returned. There is a limit of one device per student." The Remote Learning Device Request can be found at <https://coronavirus.schools.nyc/RemoteLearningDevices>.

In addition, throughout the week, grab-and-go breakfast will be available at the entrance of our school building from 7:30 a.m. – 1:30 p.m. Any student can pick up breakfast and lunch, and starting March 23<sup>rd</sup>, grab and go meals will be provided from 7:30 a.m. to 1:30 p.m. at 100 to 150 sites located across the five boroughs. The locations will soon be identified, so please keep in touch with your counselors and the school through Kinvoled.

I want to thank everyone in the community for all their hard work during these difficult times. Please do not hesitate to contact our school with any questions and concerns. In addition to Kinvoled, you can also call 718-427-3542 or email Assistant Principal Bill Boyce at [wboyce@schools.nyc.gov](mailto:wboyce@schools.nyc.gov) or Assistant Principal Janan Eways [jeways@schools.nyc.gov](mailto:jeways@schools.nyc.gov) for support.

This is an ever-evolving situation, and we will communicate new information as it's received from different agencies. I know that we are resilient, and we will move ahead as the strong community that I have come to love and admire. Please take care of yourself and take care of each other. Stay safe.

*"Celebrating the Strength of the Human Spirit"*

In unity,

Georgia Serves

Principal

Brooklyn High School for Leadership and Community Service

*“Celebrating the Strength of the Human Spirit”*