March 12, 2020,

Parents of St. Rose Catholic School children,

As you know, we are trying to keep you as up to date as possible regarding the Covid - 19 (coronavirus) and what it means for your children who attend St. Rose Catholic School. The directives are evolving daily.

Today I had a conference call with Diocesan authorities and all principals from schools in the Diocese of Monterey. The essential points from this call and what it means for you:

1. **All “non-essential” gatherings of people scheduled this month (through March 31) have been canceled, including “dinners, auctions, and similar fundraisers as well as non-essential school assemblies and all field trips and sporting events.”** From a school perspective, this would include:
   - March 14 ICF St. Patrick’s Day Dinner
   - March 18 3rd Grade Pioneer Museum Field Trip
   - March 26 Gospel Awards Assembly
   - March 24 - 27 6th Grade NatureBridge Golden Gate Field Trip (Diocesan attorney is working on recovering field trip costs currently)
   - March 28 2nd Grade Eucharistic Retreat
   - St. Rose BINGO
   - School extracurricular athletic, choir, and band events
   - CharityMania will carry on (please see separate email)

2. **“School sessions have not been canceled”, nor has school Mass.**
   - This is pending and will be taken on a day by day basis

3. **If the school does shut its doors in the short or long term:**
   - St. Rose staff has begun working on planning for remote/distance learning.
   - Information is currently being put together and will be released to families if/when necessary.
   - The “intent” will be to not add days to the end of the school year, such as a “snow day” model.
   - Communication between myself and parents will continue as new developments arise.
4. If a student or staff member has traveled outside of the United States in the past fourteen days (February 27 - March 12), “he or she will be excluded from the school site for an additional fourteen days.”

- If this is the case, please contact me directly so that we can have a conversation regarding this and how we will proceed forward with school work from home.

Again, I cannot stress enough the importance of proper handwashing, remaining at home if you are ill, keeping your hands away from your face, and maintaining daily disinfection of surfaces. **If St. Rose Catholic School would have to move to a distance or remote learning model shortly, I ask that you consider some these thoughts:**

- Do I have appropriate child care and supervision set up in the event of a school closure?
- Do my children have current and consistent access to the internet?
- Are my electronic devices compatible with student learning needs?
  - Windows/Mac desktops/laptops Chromebooks, iPads should suffice on all occasions.
  - Do I have multiple devices for multiple children, or will I utilize a rotation system?
- Do I have access to a home printer, including ink and paper?
- Will the primary caregiver for my children be able to assist them and support them in their learning needs?

I will continue to communicate with you as often as possible as new developments arise or the content of this memo becomes revised.

Thank you for your continued support,

Trevor Knable