

# GRASS LAKE COMMUNITY SCHOOLS

899 S. Union St. • Grass Lake, MI 49240  
517.867.5540 • 517.522.8195 (Fax)  
www.grasslakeschools.com

March 13, 2020

To: Grass Lake Parents/Guardians/Community Members:

As most of the state is now aware, Governor Whitmer closed K-12 schools throughout the state of Michigan beginning Monday, March 16, 2020, through April 5, 2020, in order to ensure the health and safety of our students with regard to the Coronavirus Pandemic. At this time, the scheduled date for the resumption of school is April 6, 2020, which coincides with our return date from the originally scheduled spring break. This action has brought about many questions as to how the district is going to deal with issues such as daycare, food services, athletics, etc.... Hopefully, the following list will answer many of the questions brought about by the Governor's announcement.

- Daycare (Little Warriors Program)
  - The day care will be open throughout this school shutdown. The governor's office has confirmed that daycares were not included.
  - It is the parents' choice whether or not to send their children to the daycare program. We are asking parents to contact Christie Orban by 12:00 noon on March 16, 2020, to inform her of their decision. Parents who choose not to send their children to the district's day care program through this shutdown will not be charged for daycare during this time. However, there will be a charge if Miss Orban is not contacted within the allocated time line. **Parents must provide lunches for their children if they are attending the day care program.**
  - Cleaning -- The district will be cleaned daily to ensure the daycare facility is clean and sanitized. Extra custodians will be assigned to the cleaning of the rooms daily. Daily cleanings will include all rooms, toilets/bathrooms, the little gymnasium, toys, among other items that need daily cleanings.
- GSRP (Great Start Readiness Program) will be closed throughout this time period.
- Schoology
  - While there will be no assigned work for our students during this time period, we have asked the teachers to prepare some items to be shared on our learning management system, Schoology. Hopefully, these tasks will provide activities for the students during this unscheduled long-term shutdown of the schools.
- Food Service
  - The food service program is in the process of developing a plan for our students who are free and reduced to be able to have access to food throughout this time period. These meals would be something that the students could pick up to home. Information will be made available as soon as the plan is finalized. Expect information from Kelly Bolton, Food Service Director.

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- Building Access
  - Employees – Only essential employees (i.e. custodians, maintenance, and some office staff) will be allowed access to the building through this time period. If there is a specific task that needs to be completed during this time period, the staff member will be allowed to access the building to complete the task and then will be expected to leave the building.
  - Non-Employees – People who do not work for the district or are contracted by the district will not have access to the building. Daycare parents will be able to access the elementary school building to drop-off and pick-up their children.
- Athletics
  - All spring athletic activities including contests and practices are cancelled until further notice.
- Cancellation of nine (9) scheduled school days
  - At this time there has not been any legislation passed regarding waiving these days. The state of Michigan mandates a minimum number of days of attendance and a minimum number of instructional hours per year. There is an expectation there will be a waiver passed for these days. If there isn't a waiver, this cancellation and the previous snow days would require the district to make-up seven (7) school days. More on this later as information becomes available.
- Dual Enrollment and Jackson County Early College Program (JCEC)
  - Colleges are not shutting down in the same manner the K-12 system is throughout this Pandemic. There will be an expectation that all students who are enrolled in courses offered by any college still commit themselves to completing the course. Non-completion would result in the student not receiving the college credit and may result in expected repayment of the course tuition to the school district.
- Employees of Grass Lake Community Schools
  - The employees will be “Work Available” in case there is a need for them to be called in to work as needed.
  - Teachers and all employees will be expected to monitor their emails and respond in a timely manner.

Thank you for your cooperation and assistance during this time. It is greatly appreciated by the board of education, the administration, and the staff.

Ryle E. Kiser, Ed. D.  
Superintendent