

Dear Ravenswood City School District Students, Parents, Guardians, and Staff,

As you know, the COVID-19 Response Team has been closely monitoring the evolving crisis which has now been defined as a pandemic by the World Health Organization. As we have shared with you previously, we have been in constant communication with the San Mateo County Health Department experts and are staying abreast of the voluminous amount of factual information about the pandemic.

At this time, the San Mateo County Health Department has declared a student dismissal for all San Mateo County schools. Students need to remain at home. Regular school day classes and After School Program have been canceled until further notice. Staff will continue to report to work.

While it is not possible to match the learning conditions present in classrooms, our teachers and staff are dedicated to doing what they can to make sure learning continues. Students and parents will be hearing directly from teachers about the expectations during this time. Ravenswood staff will continue to work on our campuses to develop and implement Distance Learning Plans, while implementing social distancing protocols to protect their safety.

While we cannot predict how long the health crisis will last, we are hopeful that we will be able to resume regular classes on campus after spring break on April 6, 2020. We will provide an update on the status of our schools by Thursday, March 26.

As you can probably imagine, this decision was not made lightly. It was informed not only by our priority to protect the health and safety of Ravenswood students and employees and their families, but also by our moral responsibility to slow down the spread of COVID-19. We believe this is a critical moment in the outbreak and may potentially impact the spread of the disease.

Social Distancing Protocols

We are asking for your support in helping enforce social distancing protocols for the good of our community, which means no group gatherings. We must contain the virus's spread as much as possible.

Transitioning to a Distance Learning Model

Staff will finalize distance learning plans for both general education and special education students on Monday and Tuesday, in order to provide the best possible continued educational experience for our students during this transition. Students and families can expect to hear from teachers (including special education staff) beginning on Wednesday. Teachers will roll out our Distance Learning plans in much fuller detail in the coming days.

Important Note

Please make sure your school site has your current phone number and email address on file in order to ensure you receive the most up to date communications. If your student attends Ravenswood Middle School and needs a laptop and/or internet access, please let the school office know immediately. In addition, if your student has an Individualized Educational Plan (IEP), look for a separate communication from their Case Manager.

Belle Haven Elementary: (650) 329-2898

Brentwood Academy: (650) 329-2881

Costaño School: (650) 329-2830

Los Robles-Ronald McNair Academy: (650) 329-2888

Ravenswood Middle School: (650) 329-2828

Willow Oaks School: (650) 329-2850

Meal Distribution

From March 16 through March 26, the Child and Nutrition Education Program will provide an opportunity for families to drive through and pick up meals for all children, regardless of school of attendance, at any of our school sites. Families will need to bring all children needing food through the meal distribution line. Meal Distribution will not occur during March 27 through April 3 due to our regularly scheduled school breaks.

All schools will provide breakfast and lunch for all students. These meals will be available for pick up between 10:00 A.M. to 1:00 P.M. Monday through Friday, in the parking lot or bus lane at each participating school. Please stay in your car and meals will be passed through.

The meal disbursement program will be solely for the pickup of meals and meals will not be consumed on site.

School Sites Offering Meals:

- Belle Haven Elementary - 415 Ivy Drive, Menlo Park, CA 94025
- Brentwood Academy - 2086 Clarke Avenue, East Palo Alto, CA 94303
- Costaño School - 2695 Fordham Street, East Palo Alto, CA 94303
- Los Robles – Ronald McNair Academy - 2033 Pulgas Avenue, East Palo Alto, CA 94303
- Ravenswood Middle School - 2450 Ralmar Avenue, East Palo Alto, CA 94303
- Willow Oaks Elementary - 620 Willow Road, Menlo Park, CA 94025

If you are not able to pick up the meals at one of the school sites above, please contact the Transportation Department at 650-329-2800 extension 60172 for the option to have the meals delivered to your home. The delivery windows on Monday, Tuesday, Thursday, and Friday will be 7:00 A.M. to 8:30 A.M. for breakfast and 2:45 P.M. to 4:30 P.M. for lunch. The delivery windows on Wednesday will be 7:00 A.M. to 8:30 A.M. for breakfast and 12:45 P.M. to 2:30 P.M. for lunch.

We encourage families to continue to be proactive in reducing the risk of COVID-19 by not congregating at the school site once meals have been distributed, continue to wash your hands often, sneeze or cough into a tissue, and stay home if you are sick.

What You Can Do to Help

Help your students to understand these decisions in the context of the times. It is expected that children, whether our youngest learners or our adolescent learners, will feel the pain of disappointment and loss when they think about aspects of school that they had been looking forward to that are now canceled. We understand that distance learning is not the same as the in-person learning they have come to know and love. And we can anticipate that some students may take this very personal impact of COVID-19 and realize the immense weight of the pandemic that they have been reading or hearing about. Be there, be present, and love your children. They may need you right now more than they are showing.

We also ask for your patience, understanding, and grace as we adjust to the distance learning model. Our teachers are really good at teaching in a physical classroom; with a little practice, they'll get quite good at teaching without one.

Finally, please remember that by closing access to the physical school, we are taking drastic measures. During this time, families should exercise an abundance of caution in regard to their daily lives. This is not a time to travel for vacations or to have students gather at the school. We all have an obligation to do our part to minimize the potential for exposure to slow the spread of COVID-19.

I know I speak for the Ravenswood Board of Trustees and Ravenswood staff when I say that we are disappointed that we can't do more during this challenging time. I am so grateful for your continued patience, support, and generosity of spirit, and I feel so fortunate to be part of the Ravenswood community.

Best Regards,

Gina Sudaria
Interim Superintendent