



Memorandum

TO: YCS Instructional Staff

FROM: Alena Zachery-Ross, Superintendent

DATE: February 11, 2021

RE: Report Times beginning February 15, 2021

We are so excited to begin our first step in the phase process of getting students back into face to face instruction. As you know many of you have been meeting with your building administrators to plan and prepare for this new beginning. We understand that this requires a big shift in mindset and preparation. As we plan forward it is important that we continue to work together to ensure an easy transition that welcomes all of our students and families through a phased- in approach. [Report times](#) linked here.

Please note that safety is our number one priority. When you return, you should expect cleaning protocols, access to PPE, and we will not require group gatherings or in person meetings. We understand that you may feel anxious at first, we will be here each step of the way to provide you the support that is needed to successfully transition back into the classroom setting.

Please remember that it is important for you to return prior to the students to learn about the safety protocols and procedures in your building. You will need time to plan for your new daily routines and to make adjustments (while in the building) with your building administrator. Ten days may seem like a long time, yet, it is just the time needed to allow you to properly plan.

Effective Monday, February 15, 2021 all district remote- to-transition learning staff will report to their assigned buildings and will continue to educate our students remotely from their classrooms. On Monday, March 1, 2021 we will begin the process of phasing-in our students as agreed upon collectively.

You will find tools to assist you in preparing [SEL](#) lessons for your students that have been prepared by Dr. Lopez. We are also planning an Emotional Intelligence professional development to support you personally in the near future.

Stronger Together!