



February 27, 2020

Dear Parent/Guardian,

Your child's school principal and representatives of Charter School Associates, Inc. are closely monitoring the information being distributed by our national and state health organizations, the Florida Department of Education, and the local school district regarding Coronavirus (COVID-19) and other health concerns.

US public health officials have recommended that schools have a plan in place for possible school closures. To ensure the continuity of education for our students should state or local officials order school closures, we will offer continued services from teachers to students via "virtual" means.

Moving forward, there are a few things that you can do to assist us:

- Please make sure that your contact information is correct in the *Powerschool* student information portal. To update:
 - go to <https://charterk12.powerschool.com/public/home.html>
 - log into *Powerschool* (If you do not have an account please contact your school.)
 - On the left hand side click Swift Reach
 - Select Contact Information on the top right
 - Verify/Update Contact Information
 - Press Submit
- Inform children regarding the CDC's guidelines for general hygiene designed to slow the spread of germs similar to a cold or the flu; wash hands, keep students home when they have a fever or cold symptoms, stay current with immunizations, etc.
- Maintain a sense of calm for your children and rely on official channels of information for health advisories and updates. FLHealth.gov is in place to provide the public with current information regarding health related news for the State of Florida.

We will remain vigilant in monitoring this situation and will communicate updates as new information becomes available.

Thank you for your partnership and support.

Sincerely,
Michael G. Strader
President