



MAYBECK

HIGH SCHOOL

March 12, 2020

Dear Maybeck Community,

Protecting the most fragile among us is a sign of a healthy and thoughtful community, and for that reason we are choosing to suspend person-to-person learning for the next 2 weeks. Today will be the last day of classes on campus. Friday and Monday the faculty will meet to prepare to move classes online. Beginning Tuesday, March 17th students will be learning from home rather than together in a classroom. Right now we know that the best way to prevent widespread infections in the Bay area is to move to online classes, work from home, and avoid large gatherings. This begins tomorrow.

It is not lightly or without careful thought that we disrupt our classes, our calendar, and our program. All schools across the East Bay are faced with how, not when, to create a system that allows for learning to continue while honoring the need to self-segregate and allow for distance and space to slow the infectious rate of the coronavirus. We have chosen to act prudently, with enough time to plan, rather than react suddenly and scramble.

The staff spent yesterday afternoon considering how best to approach the next month and our plan is to have 2 weeks of online learning followed by a two-week spring break. We will then examine where we are, but our plan is to return to the classroom on April 13th. In May we hope to hold a one-week Special Program whose shape and scope we will create in the weeks to come.

What does this mean for your child? Monday night your child will be expected to sign on to their Google classroom to find out what their teachers expect from them the next day. Students may be asked to sign on to Zoom, Facetime, or Google classroom or another platform for learning. Each teacher will let their class know how to access the learning for that day. Your child will follow their regular schedule and sign in at the beginning of each class period. Regular check in's with their Maybeck email and Google classroom will make for smoother access to teachers and classroom communities. Some students will find this an easy transition; some will find it more difficult. But the most important thing is that students know that in this time we all need to find a way to meet the challenges and opportunities given to us. I will be stressing that point when I meet with the students today.

Some points to consider.

- We anticipate 2 to 4 hours of screen time a day. Make sure your wifi is working and your child has access to a computer, a comfortable chair and a quiet space. The bedroom is probably not the best place to work.

- It is best to turn off the phone during on-line classes. (Put the phone in another room.) Just as in an actual classroom, a phone call or a text can pull the student away from the work they are pursuing.
- Between classes and during lunch students should be encouraged (Prodded?) to go outside and get some physical activity.
- Administrators will be available by email or phone.
- Liz Welton, our school counselor, will reach out to let you know about her availability and how best to reach her.
- Charlie Casey, our Technology Director, will be sending out a note about how he can assist with any computer questions.
- The school will be open to students tomorrow from 8:30 to 1:30 to pick up any textbooks, books or items from their locker. After tomorrow the school will be closed to students.

There are many issues that we are still considering including MPA meetings, the large community events planned for the spring, and how to adjust our Maybeck and Beyond calendar. We will keep you informed.

I know this is an inconvenience for some and a major disruption for many. I am sorry for that. But much like fires, smoke and power outages that we have faced in the last few years, how we respond in a crisis says a lot about our community. What I have witnessed from our staff, parents and students is a lot of grit, focus and heart. We are leading from all three. Please reach out to me if you have any further questions.

Attached please find the calendar for the next month as well as the weekly schedule of class times.

Yours,
Bill