



## *Administrative Service Center*

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Robert S. Monroe  
Interim Superintendent

August 26, 2020

Dear Parents/Guardians:

As we move even closer to September 1, we recognize that there are a wide array of emotions surrounding the start of the new school year. The unprecedented nature of the COVID-19 crisis has required from all of us a comprehensive, careful and innovative response that recognizes the mix of excitement in anticipation of the first days of school with the uncertainty of how this school year will look for our students.

We recognize that this is not a traditional opening for Utica Community Schools. It is for that reason that we cannot approach the first days of school in a traditional way. To support our staff, parents and students in the transition to this school year the following is needed:

- Time to make sure all students have a positive start and we are meeting their academic, physical and social needs right from the very beginning.
- Time necessary to make sure our parents clearly understand how to best support their children in a remote environment.
- Time for professional development to give teachers the support they need to use the tools available to promote student success.

During the first days of school, students will be scheduled in small groups to pick up their devices, materials and learn how to access the instructional resources available to them. More information about this schedule will be provided later today by your school principal.

In addition, an informative Family Technology Night will be held Monday, August 31 from 6:00-7:30 p.m. in a live format. UCS will provide an overview of remote and virtual learning and the resources available to students on their device, including picking up the devices, understanding Schoology, how to contact the teacher using the device, and how to receive technical assistance. This event will prepare families to effectively use the device they will receive later in the week. Parents will be able to submit questions prior to the event. More information is available at this [link](#).

Working together, we can collectively create a positive experience for our students. Through a deliberate and careful start, we will establish an effective routine based on shared expectations, mutual respect and our continued dedication to the success of every student.

Sincerely,

Robert S. Monroe  
Interim Superintendent

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