



**Office of Specialized Services  
COVID-19 Notice**

March 27, 2020

Dear High School Parent(s)/Guardian(s):

We certainly hope this communication finds you and your family well during this evolving and unprecedented situation. The past two weeks have been filled with many changes for families, schools, and our community. Most of you have had to alter your family schedules, routines, and daily practices to conform to the mandated closure of schools and businesses and to engage in social distancing recommendations. At Boys' Latin, we wanted to take this opportunity to communicate personally with our families who have a child with a learning need, as you may have additional questions and be facing unique challenges related to your child's specific needs. These last weeks have been difficult for schools to navigate the many aspects of this mandated closure while continuing to support our families. Please know that teachers and administrators have been working diligently to plan for ways to engage your child in meaningful educational opportunities. We will continue the learning that has occurred throughout this school year.

As you may know, based on recent communication from our CEO and building principals, your child's teachers – including special education teachers and related service providers – have been developing lessons on a daily basis as a part of their Distance Learning initiatives as an alternative mode of education during the school closure. At this time the Pennsylvania Department of Education has encouraged parents, educators, and administrators to collaborate creatively to continue to meet the needs of students with disabilities. We recognize that students with learning needs have unique learning and social-emotional requirements, which may prevent them from participating in some activities at home. Special education teachers and related service providers will be available to support you and your child over the next few weeks. This team is available to answer questions about your child's daily activities. Your child's case managers and teacher(s) have reached out to you to share the best way to contact them for support.

During this time of Distance Learning, IEPs and 504 plans will continue to be implemented to the greatest extent possible. We have been encouraged from the state to work with parents to reach mutually agreeable extensions of time, as appropriate. We understand there may be challenges. We will make our best efforts to ensure individual student progress is being made during the school closure. An IEP Team may agree to conduct IEP meetings through alternate means, including videoconferencing or conference telephone calls. During this time, IEP and 504 meetings will continue to be held virtually at mutually agreeable times. Over the next week case managers will be reaching out about important health and safety emergency flexible IEP implementation plans as well as, a Notice of Recommended Educational Placement (NOREP). These documents will outline the reality that during this mandated school closure, we are not able to replicate the programming that is currently outlined in your child's most recent Individualized Education Program (IEP) in the home setting. However, upon your child's return to school,

Boys' Latin will immediately begin providing all services as outlined in your child's IEP. The documents will outline the activities and opportunities being made available to your child during this mandated closure. We will ask that you carefully review documents, sign the NOREP, and return this via DocuSign.

Our instructional support team will provide and accommodate assignments/activities based on specific goals and objectives. If you need specific support, please contact the instructional support teacher that supports your son's grade level. It is important to maintain communication with all of your child's instructional staff. While Distance Learning is new to many, we believe over the next few weeks, it will become easier to navigate. Administrators and teachers will be available to assist you with any questions or concerns that you may have as well.

Title	Name	Email Address
Case Manager	Keena Bailey	kbailey@boyslatin.org
Case Manager	Nicole McCune	nmccune@boyslatin.org
Case Manager	Jennifer Starrs	jstarrs@boyslatin.org
Instructional Support/Small Group Math	Joanna Betts	jbetts@boyslatin.org
Instructional Support/Small Group Reading	Darcell McNair	dmcnair@boyslatin.org
Instructional Support Teacher	Doreen Bennett	dbennett@boyslatin.org
Instructional Support Teacher	Jennifer Burton	jburton@boyslatin.org
Instructional Support Teacher	Kayla Csizmazia	kcsizmazia@boyslatin.org
Instructional Support Teacher	Ed Fians	efians@boyslatin.org
Instructional Support Para-educator	Antoine Stewart	astewart@boyslatin.org
Occupational Therapist	Ms. Johnson-Barnett	jjohnsonbarnett@boyslatin.org
Speech Therapist	Ms. Levy	slevy@boyslatin.org
School-based Counselor	Ms. McIntyre	smcintyre@boyslatin.org

There are various methods of instruction/activities which teachers may utilize for student engagement during this time. These include but are not limited to:

- Video of read alouds (Zoom app, Facetime, BombBomb etc.)
- Retelling with graphic organizer
- Independent reading (read aloud options available with BookShare)
- Decoding and fluency practice
- Speech/language activities
- Math fluency activities
- Videos (via email, SeeSaw, Google Classroom, etc.)
- Phone calls
- Learning websites (Khan Academy, MindPlay)
- Learning Apps
- Google slides
- Social emotional activities and assignments as well as possible direct contact (phone, Facetime, Google video) with your student

If your child attends another education facility setting in partnership with Boys' Latin of Philadelphia, your child's school should have already reached out to you with communication on implementation of IEP and 504 plans. Please reach out to the contact listed below with questions or concerns regarding implementation of your scholar's Individualized Education Plan.

School	Contact	Email Address
Fairwold Academy	Donna Capers	dcapers@phmc.org
Pathway	Katie Purcell	kpurcell@paythwayschool.org
The GreenTree School	Dareema DeVose	ddevose@gts-s.org
Martin Luther - Silver Spring	Adele Graffeo	AGraffeo@silver-springs.org
High Road School (Catapult)	Nicole Pruet	nicole.pruett@sischools.com

Boys' Latin is committed to working collaboratively with parents during the COVID-19 global pandemic to continue to engage our students with disabilities in the educational process. As we continue to work closely with local, state, and federal officials, adjustments to our plan may be necessary. Rest assured that we will maintain an open line of communication with you and alert you to any changes should they arise. If you would like to speak to one of us, do not hesitate to reach out via phone or email. We do appreciate your understanding and flexibility during this unprecedented time in public education and are confident that, working together, we will successfully engage our students while doing our part to keep all students, families, staff, and the community healthy.

Sincerely,

Bethany Younkens  
 Director of Specialized Services  
 Boys' Latin of Philadelphia Charter School  
[byounkens@boyslatin.org](mailto:byounkens@boyslatin.org)