



April 13, 2020

Dear Parents and Students,

We are rolling out a new tool through Google Classroom called “Guardian Summaries” that will allow you to receive weekly summaries of your student’s class activity, upcoming assignments, and past due or missing assignments. We hope that this information will keep you informed of your student’s class work as we complete the school year online. It will also provide you a broader picture of the continued learning your child is doing at MCI. Lastly, it will help put you in contact with the teachers of each class to discuss your student’s progress.

We are using the emails you have provided in PowerSchool to send these notifications. For this reason, it is necessary that we have the correct email on file. If you do not receive an email invitation from your student’s teachers, it is likely that we do not have the correct email. Please email Donna Cray, dcray@mci-school.org, Jennifer Watson, jwatson@mci-school.org, or Eveline Bailey, ebailey@mci-school.org, to update your email address.

You may have already received an initial invitation to sign up for notifications. If you have not gotten an invite by Friday, April 17th, please let us know so that we can troubleshoot the issue.

We will continue to follow the scheduled school break from April 20-24th, and as such, there will be no remote classes or new assignments posted. Remote classes will resume Monday, April 27th, as a Day 2.

As always, we hope you and your family are healthy and safe at home, and we wish you a happy, healthy, restful April break.

Sincerely,

Eveline M. Bailey
Dean of Academics
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