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## Educational Services Building

25345 Taft Road, Novi, Michigan 48374  
(248) 449-1204 • Fax (248) 449-1219

To Novi Community School District Parents and Community Members:

It is Monday. We are starting our second week on our Continuity of Learning Plan. We reflect and review each day. If changes need to be made that will be made after this second week. We believe that we have a good plan in place, but are constantly striving to improve the experience for our students and parents.

Our district has started a **Social/Emotional Helpline**. The phone number is **248-429-7422**.

We know that this is a stressful time and our district wants to be supportive of our student's social and emotional needs during this COVID19 Crisis. The helpline was created to assist with the social and emotional needs of students during this mandatory school building closure.

During the hours of 9 a.m. - 3 p.m., Monday through Friday, a student or parent/guardian may call the helpline to speak with a District Counselor, Social Worker or Psychologist. The goal of the service is problem identification and providing solution-focused assistance. **This is not a crisis line.**

If a caller prefers not to speak with a staff member, they can leave a message for their building's Counselor or Social Worker and will receive a call back within 24 hours.

Before or after the hours of 9 a.m. and 3 p.m., Monday through Friday, students or parents/guardians may call the helpline and leave a message with their building principal. You will be contacted within 24 hours of your message.

The NCSD helpline is not intended to be a crisis line. If your child is experiencing suicidal ideation or significant mental health concerns, please call 911.

If you are seeking resources, please go to our Novi Community School District Website.

We are working on the plan for students to return to school so that they can collect their personal belongings and clean out lockers. We will announce our plan after May 1.

We are anticipating having summer CARE and summer school, however we will take our guidance from the state. If social distancing guidelines are still in place into the summer, we may have to alter how we do things. We will keep everyone posted and make decisions as quickly as we can.

We are also examining a middle school summer school option. Our plan or decision will be announced by the middle of May.

We would encourage you to continue checking our Frequently Asked Questions page.

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***Students who are passionate, empowered, and prepared for their world and their future.***

Dr. Steve M. Matthews, Superintendent of Schools • [steven.matthews@novik12.org](mailto:steven.matthews@novik12.org)  
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Thank you for all that you are doing to support your children during this crisis. Working together we will manage to navigate through this successfully.

**Reminder - PHASE 2 OF TECHNOLOGY DISTRIBUTION**

The Phase 2 of device distribution will take place:

**Date:** Wednesday, April 29

**Time:** Noon to 6:00 PM

**Where:** Novi High School, Taft Road bus turn around

**What you need to do:**

1. Pull up along the curb, (do not get out of the car)
2. Give the individual your full name and your student's full name
3. Open your trunk and they will put your device(s) in your trunk and close it.

**What you need to know:** Phase 1 parents signed the user agreement below with this district. Because this will be a *no contact distribution* when you pick up your device, these are the conditions you are agreeing to.

- **The Equipment:** The Student will hold no security or ownership interest in the Equipment. The School will maintain ownership of the Equipment during the Agreement Term.
- **Agreement Term:** The School will issue the Equipment to a Student on the date stated below. The Student who is assigned the Device will return the Equipment in good operational order and condition. This agreement term is from the date of signing the user agreement. **The Device must be returned to NCSD when the District is back in session, which will be indicated to NCSD families through approved district communication channels** (District Website, School Messenger, Building Smores newsletter, etc.)
- **Equipment Use:** The Equipment is to be used and operated only by NCSD Students. When not using the Equipment, the Student is responsible for the storage and security of the Equipment.
- **Requirements:** The Equipment is intended to be used for the purpose of classroom instruction and school-related matters. The Student will engage in activities related to the academic use of this Equipment.

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- **Care and Operation of Equipment:** The equipment may only be used and operated in a careful and proper manner and in accordance with the School's Acceptable Use Policy.
- **Loss or Damage: The Student/Guardian agrees to take full responsibility for the assigned device.** Failure to return the device in working order will impact the instruction and learning of other students. Please be a responsible user of the technology.

I received the Equipment on this date: April 29, 2020. Equipment is in good condition and operating order. I understand and agree to the terms and conditions of this agreement.

Parent/Guardian Signature: \_\_\_\_\_

There will be another survey coming to every home. It was mailed out last week and you should see it in your mailbox shortly. The paper survey is trying to reach those who do not have internet access.

### **FOOD SERVICE DISTRIBUTION**

Our Food Service Department received an ***important update today from the State of Michigan.*** Please read the following information carefully and see the attached flyer from the State.

We are aware that many families may be experiencing a reduction or loss of income at this time due to the pandemic crisis. Please know that Novi Community School District continues to accept applications for Free/Reduced Price Meals until June 12.

If you are facing a financial change or hardship we encourage you to complete an online application at <https://mistar.oakland.k12.mi.us/novi/FSOnline/Main/Login>

While school buildings may be closed there are benefits available to you by applying:

- Free and Reduced Price Meal benefits carry over for the first 30 school days of the next year. So any approvals right now will continue for the first 30 days of the 2020-21 school year.
- At this time, the State of Michigan is providing extra benefits to students who qualify for Free or Reduced Price Meals in the form of Pandemic EBT. (See attached flyer.) If you submit an application by ***Friday, May 8*** and are approved for free or reduced meal benefits you will be automatically qualified for P-EBT benefits. The benefit is \$5.70 per child per day for each family member 18 years or younger or 26 or younger if enrolled in a special education program.

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Due to these added benefits we strongly encourage you to apply if you feel you may now qualify. If you currently receive benefits there is no reason to apply again. Your information has already been added to the Michigan database.

As a final note, please remember that our department is distributing seven days of breakfast and lunch on Tuesdays at Novi High School from 9:00 am until 1:00 pm. Meals are also available at Novi Ridge and Pavilion Court apartment club houses via school bus from 10:00 am until 11:00 am on Tuesdays.

If you have any questions or are in need of a paper application please contact our Food & Nutrition Director, Evol Gazzarato, at [evol.gazzarato@novik12.org](mailto:evol.gazzarato@novik12.org) or 248-449-1225.

Gratefully and Appreciatively,  
Steve M. Matthews, Ed.D.  
Superintendent  
Novi Community School District

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# Pandemic EBT Program

*Families with children who received free or reduced-cost lunches at school qualify for new program*

The Pandemic Electronic Benefit Transfer Program (P-EBT) provides temporary funding to address emergency food needs for families affected by the pandemic.

P-EBT food assistance benefits will go to Michigan families with students ages 5-18 that are eligible for free or reduced-price school meals. This includes families currently receiving Food Assistance Program benefits, as well as those not currently enrolled in the program. No application is necessary for eligible families to receive P-EBT benefits.

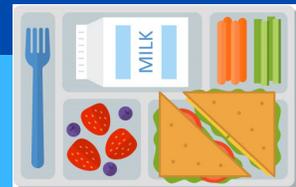


**Families currently receiving Food Assistance Program (FAP) benefits will receive additional benefits on their Bridge Card:**

Eligible families currently receiving food assistance benefits will be issued additional benefits directly on their Bridge Card. These additional food assistance benefits can be used the same way as families would typically use their Bridge Card to purchase food items. P-EBT benefits can also be used to participate in the Double Up Food Bucks program.

- **March and April combined benefits: \$193.80 per eligible student** will be loaded on the family's Bridge Card by the end of April.
- **May and June combined benefits: \$182.40 per eligible student** will be loaded on the family's Bridge Card on a later date. Issuance schedule for these benefits still to be announced.

**Families not currently receiving Food Assistance Program (FAP) benefits will receive an EBT card in the mail:**



Eligible families not currently receiving food assistance benefits will receive in the mail a pre-loaded Electronic Benefits Transaction (EBT) card issued under the name of the oldest student in the household. Benefits for all eligible school-aged children in the home will be loaded onto this one EBT card. Prior to receiving the card, families will get a letter from MDHHS describing how to use their EBT card, how to set up their PIN, and other information about food assistance benefits. This EBT card can be used to purchase food items only, in-person, at any SNAP retailer. The P-EBT card may look different from the Bridge Card, but the card and benefits can be used the same way as the Bridge Card.

- **March and April combined benefits:** Families will receive an EBT card in the mail **by the end of the first week in May**. The card will come pre-loaded with **\$193.80 per eligible student**.
- **May and June combined benefits: \$182.40 per eligible student** will be loaded on the family's EBT card on a later date. Issuance schedule for these benefits still to be announced.



Material produced by the Food Bank Council of Michigan, with information provided by the Michigan Department of Health and Human Services.

*This institution is an equal opportunity provider.*