

Dear WCSD Families:

We have established the following schedule for families and students to visit their school to collect any medications and/or personal belongings on Wednesday, March 18:

**MEDICATION PICKUP** -- Parents who have medications to pick up at school may do so at the following times on Wednesday, March 18. These families also may pick up any student personal belongings and printed lesson materials if necessary. If people are unable to get their medication during these time slots, or if you have a more urgent need to pick up medications, please email or call your principal to make accommodations:

**9 a.m. - 11 a.m.** at Westerville Central HS, Westerville North HS, Westerville South HS, Blendon Middle, Genoa Middle, Heritage Middle, Walnut Springs Middle, Early Learning Center (Preschool), Emerson Elementary, Fouse Elementary, and Longfellow Elementary.

**1 p.m. to 3 p.m.** at Alcott Elementary, Annehurst Elementary, Cherrington Elementary, Hanby Elementary, Hawthorne Elementary, Huber Ridge Elementary, Mark Twain Elementary, McVay Elementary, Pointview Elementary, Robert Frost Elementary, Whittier Elementary, and Wilder Elementary.

**PERSONAL ITEM PICKUP** -- All families who do not have medications to pick up may come to their school(s) between 9 a.m. and 3 p.m., and then again from 5 p.m. to 7 p.m., on Wednesday, March 18, to collect students' personal belongings and printed lesson materials, if necessary.

Please do all that you can to come to the school during the times we have designated for you as it has been developed based upon staff availability and remaining compliant with the Governor's orders regarding large group gatherings.

### **COMMUNICATION CHAIN OF COMMAND**

In order to support as accurate and timely communication as possible under these unusual circumstances, we have established within our organization a chain of command for communication.

Regarding academic and instructional matters, your children's teachers are going to be your primary point of contact. If you should experience any issues or concerns with classroom to home communication, please contact your school's principal by email. You can find a directory of your school's staff at the following link: <https://www.wcsoh.org/Staff>.

Through this link, you are able to search for a staff member by name, or you can select your school name from the dropdown menu under "Location," then hit the "Submit" button. This will bring up a staff listing for the entire school.

Non-instructional questions and other operational matters should be emailed directly to the principal. Families may also call the main school phone number to leave a message, but we encourage families to use email as their primary method of communicating with school staff. A directory of school phone numbers are below:

<b>ELEMENTARY</b>	<b>MIDDLE</b>	<b>HIGH</b>
Alcott: 614-797-7350 Annehurst: 614-797-7000 Cherrington: 614-797-7050 Emerson: 614-797-7080 Fouse: 614-797-7400 Hanby: 614-797-7100 Hawthorne: 614-797-7130 Huber Ridge: 614-797-7150 Longfellow: 614-797-7180 Mark Twain: 614-797-7200 McVay: 614-797-7230 Pointview: 614-797-7250 Robert Frost: 614-797-7280 Whittier: 614-797-7300 Wilder: 614-797-7330	Blendon: 614-797-6400 Genoa: 614-797-6500 Heritage: 614-797-6600 Walnut Springs: 614-797-6700	Central: 614-797-6800 North: 614-797-6200 South: 614-797-6000

### **Food Services**

Food Services is working within government guidelines to develop a food delivery plan for students. They will be finalizing these details over the next few days with a goal of beginning food delivery on Thursday, March 19. We are also in conversations with community partners to determine how to expand our reach of meal deliveries. We will communicate this information as soon as possible.

### **CHILDCARE**

Over the weekend, we were informed by the YWCA that it has decided not to operate its Kids Place child care program over spring break. This program was originally going to be available at Wilder Elementary School. We understand this decision and encourage families to continue making arrangements for childcare during these closures.

### **ACADEMICS**

There is one important thing we want our families to know. During this unprecedented time, the work provided to students for completion at home is meaningful and will only help them in their studies. We also want families of Seniors to know that we will be working to ensure that those students who are on schedule to graduate this year will have the courses and credits necessary to do so.

Teachers are expected to be responsive on a daily basis to questions related to school work. As noted above, if you are experiencing difficulty connecting with your child's teacher about school work, please contact the building principal.

Please continue to monitor your email, the district website, and other official sources of district information for updates. Thank you for your understanding and cooperation.

Sincerely,  
Dr. John R. Kellogg  
Superintendent