



## Centreville Academy, Inc.

Mr. Jason Horne – Headmaster

Mrs. Mandy Kirkland – Guidance Counselor

March 26, 2020

Dear Centreville Academy Families,

When we left school for Spring Break on Friday, March 6, 2020, we all expected to be returning Monday, March 16, to begin our fourth quarter. The District Science Fair, baseball games, tennis matches, track meets, Who's Who Pictures, and field trips were all on the calendar. Never did anyone image we would be facing life as we are now. Even as we adjust to a routine of social distancing and following guidelines to deter the spread of the Coronavirus, our Centreville Academy Family has been phenomenal. Teachers have worked the past two weeks adjusting their lessons and finding new ways to continue to deliver a quality education to our students. Ours staff has thoroughly cleaned and disinfected surfaces to ensure the safety of all who may enter our buildings during this time. Parents and students have graciously responded by picking up packets or receiving lessons electronically.

We continue to monitor the situation and will adjust our school year calendar as necessary. Our Board of Directors and administration has agreed to adhere to the recommendation of the MAIS that the campus remain closed until April 6, 2020.

While we realize that no platform is perfect for all our students, we will continue to move forward with a distance learning platform. Teachers know students like Apps and are recommending certain ones for them to use in their classes—these are recommendations not requirements. Two recommendations are the Genius Scan app and the Zoom app. Both are free apps. With the Genius Scan app, students can scan a document and email it to the teacher in a PDF format that is a smaller file than a picture file, so it transfers quicker. The Zoom app allows teachers to hold virtual meetings with students or provide video instruction.

In the upcoming week, teachers in grades 7-12 will be scheduling Zoom meetings with their classes. These meetings will be optional to students. Emails announcing the Zoom meeting time and joining instructions will be sent prior to start time. Virtual one-on-one meetings may also be requested by students if need be. If you need to schedule a one-on-one meeting, please contact the teacher by email. Thank you for your understanding as we move forward with Zoom—it is a new platform for our faculty, also.

Another platform we will begin using is Class Notebooks. This is a program included with our Office 365 subscriptions, so all students have access with their school issued email. Class Notebooks will be a place for teachers to drop handouts, homework, quizzes, presentations, and links to web resources and videos. With Class Notebooks, students can do their work directly within the notebook which is automatically shared with the teacher; thus, eliminating the need to print and/or scan work to email back to the teacher. We will share more on Class Notebooks next week and provide technical assistance as necessary with any products we will be using.

Thank you for all your hard work and perseverance through this trying time.

Jason Horne,  
Headmaster