

# Richmond Community Schools

35276 Division \* Richmond, Michigan 48062 \* (586) 727-3565 \* [www.richmond.k12.mi.us](http://www.richmond.k12.mi.us)

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Brian J. Walmsley, Ed.S.  
Superintendent

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**Richmond Early Childhood Learning Center  
& Will L. Lee Elementary School**  
68399 Forest  
Richmond, Michigan 48062  
David Kochan, Principal

**Richmond Middle School**  
35250 Division  
Richmond, Michigan 48062  
Keith Bartels, Principal

**Richmond High School**  
35320 Division  
Richmond, Michigan 48062  
Andrew Kastl, Principal

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November 15, 2020

Dear Parents/Guardians:

This letter has three very important topics. Please read it carefully. Additional information will be released tomorrow.

## [POSITIVE COVID-19 CASE](#)

**THE MACOMB COUNTY HEALTH DEPARTMENT (MCHD) HAS IDENTIFIED A STUDENT/STAFF PERSON AT RICHMOND HIGH SCHOOL WHO IS A CONFIRMED OR PROBABLE CASE OF COVID-19.** The MCHD and Richmond Community Schools are working closely to identify persons who may have been exposed. If your child is identified as a close contact, you will receive a telephone call from building administration and a separate communication from a health department staff member.

The virus that causes COVID-19 is thought to spread mainly through respiratory droplets produced when an infected person coughs, sneezes or talks. Spread is more likely when people are in close contact with one another (within 6 feet for at least 15 minutes). Illness begins 2 to 14 days after a person is exposed. The symptoms of COVID-19 can include: fever, cough, shortness of breath, nausea, vomiting, diarrhea, runny or stuffy nose, loss of taste or smell, and abdominal pain.

It is extremely important that parents/guardians monitor their children closely and complete at-home screening each day, including a temperature check, prior to sending their child to school. Please notify the school if your child is exhibiting any symptoms and keep them home until you can see your healthcare provider.

Since the start of in-person learning, [two-hundred sixty-six \(266\) students and/or staff persons have been impacted by confirmed positive cases](#) of COVID-19 and [fifteen \(15\) students and/or](#)

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**staff persons have been identified as probable or confirmed** COVID-19 cases. If you have questions, feel free to contact us here at school or visit the District's website, [www.richmond.k12.mi.us](http://www.richmond.k12.mi.us), for more information. Additionally, you may contact the Macomb County Health Department Communicable Disease Program at (586) 783-8190 or visit their website, <https://hcs.macombgov.org/HCS-Home>.

**NO SCHOOL - MONDAY, NOVEMBER 16, 2020**

Due to a district-wide staffing shortage, the **DISTRICT WILL BE CLOSED FOR IN-PERSON AND VIRTUAL INSTRUCTION ON MONDAY, NOVEMBER 16, 2020**. The District is not able to appropriately and safely staff classrooms throughout the District as a result of the significant number of absences reported in the District's absence management system for reasons such as: personal days, sick days, FMLA, and COVID-19 quarantine (both from in-school and out-of-school exposure).

**100% VIRTUAL INSTRUCTION BEGINNING TUESDAY, NOVEMBER 17, 2020.**

**BEGINNING TUESDAY, NOVEMBER 17, 2020 THE DISTRICT WILL MOVE TO 100% VIRTUAL INSTRUCTION THROUGH THANKSGIVING** following the virtual instruction schedule approved by the Board of Education at the last Board meeting. Below you will find the virtual instruction schedule.

**WILL L. LEE ELEMENTARY SCHOOL (GR. K-3)**

Start		
8:00 AM	to	
9:30 AM	to 9:55 AM	Grade 3 Specials
9:55 AM	to 10:00 AM	Tech Sign Out/In
10:00 AM	to 10:25 AM	Grade 2 Specials
10:25 AM	to 10:30 AM	Tech Sign Out/In
10:30 AM	to 10:55 AM	Grade 1 Specials
10:55 AM	to 11:00 AM	Tech Sign Out/In
11:00 AM	to 11:25 AM	Grade K Specials
	to	11:25 AM
		End

**RICHMOND MIDDLE SCHOOL**

Start		
8:00 AM	to 8:25 AM	1st Hour
8:25 AM	to 8:30 AM	Tech Sign Out/In
8:30 AM	to 8:55 AM	2nd Hour
8:55 AM	to 9:00 AM	Tech Sign Out/In
9:00 AM	to 9:25 AM	3rd Hour
9:25 AM	to 9:30 AM	Tech Sign Out/In
9:30 AM	to 9:55 AM	4th Hour
9:55 AM	to 10:00 AM	Tech Sign Out/In
10:00 AM	to 10:25 AM	5th Hour
10:25 AM	to 10:30 AM	Tech Sign Out/In
10:30 AM	to 10:55 AM	6th Hour
10:55 AM	to 11:00 AM	Tech Sign Out/In
11:00 AM	to 11:25 AM	7th Hour
	to	11:25 AM
		End

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## RICHMOND HIGH SCHOOL

7:25 AM	to	7:55 AM	Zero Hour
7:55 AM	to	8:00 AM	Tech Sign Out/In
Start			
8:00 AM	to	8:30 AM	1st Hour
8:30 AM	to	8:35 AM	Tech Sign Out/In
8:35 AM	to	9:05 AM	2nd Hour
9:05 AM	to	9:10 AM	Tech Sign Out/In
9:10 AM	to	9:40 AM	3rd Hour
9:40 AM	to	9:45 AM	Tech Sign Out/In
9:45 AM	to	10:15 AM	4th Hour
10:15 AM	to	10:20 AM	Tech Sign Out/In
10:20 AM	to	10:50 AM	5th Hour
10:50 AM	to	10:55 AM	Tech Sign Out/In
10:55 AM	to	11:25 AM	6th Hour
End			

In the afternoon, from 12:00PM to 3:00PM, additional and targeted instruction and/or support would be offered for Grade K-12 students at the discretion of the teacher. This may include, but not limited to guided reading and math lessons, opportunities for additional or re-teaching instruction, assistance with assignments, and documentation required by the State for schools that are 100% virtual instruction.

Preschool programs (e.g. tuition based and ECSE, and GSRP) will run a little different based on the age of the child. Specific details regarding instructional schedule preschool programs will be sent to parents by their child's teacher.

Limited "Hot Spots" are available qualifying families. If you are interested in a "hot spot," please contact Pam Dailey at (586) 727-3565, ext. 6011.

### FUTURE DECISIONS ON 100% VIRTUAL INSTRUCTION

On Monday, November 23, 2020, the Board of Education will consider whether to extend virtual instruction beyond the Thanksgiving holiday.

This has not been an easy decision for me to reach, but based on the COVID-19 positive numbers, the number of staff and students exposed, and the inability of the District to staff classrooms due to staff exposures, it is the only decision. Thank you for your continued support during this difficult time.

Sincerely,

Brian J. Walmsley, Ed.S.  
Superintendent

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