

August 10, 2021

Dear Parents and Guardians,

It is with great pleasure and excitement that I write this letter of introduction to you as the newly appointed Superintendent/Principal of Cutten School District. I am honored to have the opportunity to lead a district with such a rich tradition of education! I have been dedicated to the field of education for more than twenty four years. I have worked with a variety of students ranging in age from kindergarten through and including college. In addition to my teaching experience I have been a school Principal for six years. I am eager to bring my skills as an educational leader and work with you as a partner to ensure your child's success.

To help your family best prepare for the upcoming school year, here is some important information and safety protocols:

- Cutten and Ridgewood Schools will be open Monday through Friday, full days, for all students. Information regarding how to request long-term independent study (which is replacing our distance learning model) in an email to follow.
- All students, staff, and campus visitors must wear well fitted facial coverings over their nose and mouth indoors and outdoors unless eating, drinking, or during outdoor "mask breaks".
- Stable groupings and 3' physical distancing will be maintained to the greatest extent possible.
- During snack and meal times, students will distance and eat outdoors to the greatest extent possible.
- Bus service is available throughout the district boundaries before and after school.
- Although volunteering in the classroom is not an option at this time, masked parents/guardians may walk students to their classroom door each morning.
- After school programs will be open until 5:30 pm each school day (students must be accepted to attend the after school program).
- Class lists will be posted at both schools on Friday, August 20, at 4pm. The first day of school is Thursday, August 26, and is a *minimum day schedule*.

We are working on an updated Site Specific Safety Plan for the 2021-22 school year, which includes the latest guidance from the California Department of Public Health, Humboldt County Public Health Department, and the Centers for Disease Control and Prevention. This plan will be available on the district website and in each school office prior to the first day of school.

I look forward to meeting you personally and working with you as a team to help your child meet their goals and have a successful school year!

Sincerely,

Becky MacQuarrie, Ed.D

Superintendent/Principal Cutten School