March 12, 2020

Hello Cotting Community,

Today we are putting into effect the suspension of all off-campus activities and any visitors to campus. Yesterday we told students who participate in community trips and Project Bridges that there will be a change to their schedule. Dealing with change can be difficult for students and we are providing extra support where needed. Mike Teuber and the rest of the Vocational Department have been working diligently to create jobs for "On Campus Project Bridges" and those details will be coming home to you soon.

I wanted to provide some clarification on suspending visitors to campus.

- All meetings, including IEP meetings, will be conducted via phone or video conferencing. Leah Thibodeau will be contacting districts and parents in advance of meetings to arrange this.
- Parent meetings/conferences with staff will be conducted via phone.
- Parents who need to bring students into the building are asked to bring students to reception but not travel in the building.
- Outside services such as Teachers of the Visually Impaired, Orientation and Mobility, and Wheelchair clinics will continue to occur. In cases where students may have gone off campus for some of these services (such as orientation and mobility) we have asked that students remain on campus.
- The dental and vision clinics will remain open. However, the vision clinic will only see current students.
- PAC and PTO meetings will occur via phone or video conference.
- Tours and student observations will be postponed.

We realize that these measures constitute a significant change from the way our community typically functions and feels. However, we have to consider that our students come from 74 different cities and towns and therefore we are impacted not just by what is happening in Lexington but many other communities as well. We are constantly mindful of the vulnerability of our student population as we make these
decisions. These measures are in place to do our utmost to ensure safety and decrease possible exposure and spread of COVID-19.

I have received several questions about the possibility of closing school. At this time, there is no immediate plan to close. We are following the guidance of our medical director and local and state health boards. To date, we have had no cases of COVID-19 in our immediate community. It is our hope that the measures we have put in place will help to keep it that way.

We have created this link cotting.org/coronavirus on our website where you can find all communications regarding planning and updates.

I think we all feel that we are dealing with an unprecedented situation locally and globally. Cotting is a strong community and we will navigate this situation together. Again, I urge you to be in contact with us with questions and concerns so that we can offer support.

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