March 16, 2020

**Partnership Families:**

As you may have already seen, both the Archdiocese of New York and the New York City Department of Education have announced their plan to close all schools until at least Monday, April 20. Our seven Partnership Schools will also remain closed through Monday, April 20 as we all work together to stem the transmission of the coronavirus and to keep our school communities safe.

While nothing can replace the experience of learning together in one of our Catholic schools, all of our schools prepared and sent children home with grade-appropriate independent work, along with school-specific expectations for when and how to complete these assignments. Over the next several weeks, our dedicated teachers and leaders will be ramping up efforts to help you give structure to your child’s day over the course of this extended school closure and to help ensure your children continue to work on developing the study habits and academic skills we know will help put them on the path to success.

We know that this news of extended school closure presents a serious disruption to you and your family, and we know that, as the entire New York City community faces widespread closure, many of you will face additional economic hardships. That is why we are waiving your monthly March 15 tuition bill.

For families who have their tuition bill automatically debited from their account on March 15, we will credit your April 15 tuition bill. For families that paid tuition in full at the beginning of the year, you will receive a FACTS credit equivalent to one-tenth of your annual tuition which can be applied to next year’s enrollment or other tuition and fees.

At the same time, we have committed to continuing to pay all faculty and staff across Partnership Schools—including our hourly employees—throughout the shutdown. We know that Catholic schools are, first and foremost, communities. And during times like these, we need to work together to support one another.

We hope that the tuition waiver or credit will provide immediate relief by allowing you to focus your resources on your most pressing needs. And we hope that our schools teams feel fully supported by our efforts to maintain their salary and benefits despite school closure. We know how hard everyone in each of our schools—faculty, staff, and parents—work to ensure that the students we serve have access to an academically rigorous, safe, and values-driven education everyday. And we hope these measures help you feel safe and supported during this difficult and uncertain time.

Your principals and teachers will continue to keep you updated throughout the period of closure, sharing online classes, assignments, prayers, and checking in on you and your children. We will continue to share network-wide information as needed. And, as always, we will all keep you and your families in our prayers.

Sincerely,

Kathleen Porter-Magee
Superintendent