



April 29, 2020

Dear Families,

First, we hope all of our families are healthy and keeping safe during these unprecedented times.

The events and news of the day are startling. Words and phrases like “COVID-19, pandemic, social distancing,” rising numbers of confirmed cases, and economic impacts dominate our worlds. All of us feel the effects of anxiety and stress that come knocking on the front door of our psyche. One day we are feeling good about our situation, and the next s we may feel the waves of despair wash over us as we experience the reality of the unknown. As families with children, our routines and schedules have altered to varying degrees. Collectively, we feel and understand that our norms have been shifted not only within our homes but also in how we manage our workspaces.

We know this is a difficult time, and we are working hard to make sure that Hancock Day School continues to support our families in every way that we can. We want to assure our families that working together will create the best outcomes for the children of Hancock.

The Hancock Day School Board of Trustees' finance committee and the school's administration recognize the economic impact COVID-19 is having on our local community, small businesses, and families at Hancock. We are sensitive to the financial stress and uncertainties that exist. We remain focused on retaining our highly qualified staff and ensuring the long-term financial health of our school to provide the best education for our children. Hancock remains fully staffed, and we have not furloughed or laid off any employees as a result of COVID-19.

We want to outline a few items that directly relate to financial relief for Hancock families:

- ❑ Your final invoice for the 2019-2020 school year will be sent in early May. This invoice will include any credits from unused lunch programs, extended care, school field trips, and any other credits you may have with the school.
- ❑ Families can pay tuition through Venmo @HDSExcelsenceFund. Please designate "tuition payment" in the memo.
- ❑ If you have concerns about finances, please contact Charleen Crawford for payment plan options to address outstanding tuition balances for the 2019-2020 school year. If you are in need of a payment plan, we ask that you please contact Mrs. Crawford no later than May 15, 2020.

The administration, finance committee, and Board of Trustees are fully committed to being good stewards of our school's financial resources. We will continue to meet and provide communication to our families as this situation evolves. We are with you, partners in education in one of the premier schools of the region. We are fortunate to have wonderful families, talented students, amazing teachers, caring administration, and a dedicated Board of Trustees. Together we will overcome the daily challenges of COVID-19 and face those challenges to the best of our ability as time goes on. The Hancock community will persevere through these difficult times and continue to provide the highest quality education for our children.

Sincerely,

The Hancock Day School Administration and Board of Trustees

