

# ADMINISTRATOR'S UPDATE: 5/11/20

May 11, 2020

Dear NSWS Families,

Our Faculty and Administration are focused on preparing for the coming 2020-21 school year and planning for a range of situations we might find ourselves in. Our planning priorities are focused on supporting our families, employees, and school in three main areas: health and safety; programming and curriculum; and financial stewardship.

This is very detailed work and is not being done in haste. I can assure you that we are dedicated to creating a thorough responsive plan for next year that will be both solid and flexible. Thank you for your patience as we develop this plan. I look forward to having a more detailed picture of next year to share with you in the coming weeks.

## **A CLOSER LOOK**

Last week, we received a Paycheck Protection Program or PPP Loan from the Small Business Administration in the amount of \$126,170. Under the terms of the CARES Act we will be using the loan for payroll, rent and utilities for the next eight weeks. At the end of that time, we will apply to have the loan forgiven.

Since our campus closed, we have been reviewing the budget more regularly as we respond to the many new matters that resulted from the COVID-19 pandemic. These topics range from emergency tuition assistance given to some of our families in need, to the difficult decision to temporarily layoff our Early Childhood Assistants. In addition, we have reviewed other areas of our budget to cut expenses whenever possible.

## **SUMMER PROGRAM**

Our Early Childhood Faculty have been dedicated to the work of reopening the school campus for the EC Summer Program. They have developed new protocols including those related to drop-off and pick-up, health, and cleaning. The Summer Program plan is under final review this week with a decision expected by early next week whether to move forward to welcome young children back onto campus. As always, please feel free to follow up with me directly with any questions. I do enjoy hearing from you.

Warmly,

Kelli

**Kelli Anastassatos**

Administrator

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