



TRANSMITTED VIA ELECTRONIC MAIL

July 24, 2020

Francis Street Primary School
Attn: Laura Wyble
1320 Martin Luther King Jr. Drive
Jackson, MI 49203

Re: Approval of **COVID-19 Preparedness and Response Plan (“Plan”)**

Dear Ms. Wyble:

I am pleased to inform you that the Plan for Francis Street Primary School (“Academy”) has been approved by Grand Valley State University and will be transmitted by our office to the State Superintendent of Public Instruction and the State Treasurer upon approval by the Academy’s Board of Directors (“Academy Board”).

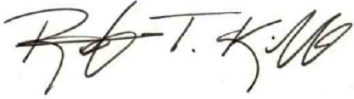
Please proceed with the following next steps:

- Present the Plan to the Academy Board. The Academy Board Approved Plan is due to GVSU no later than August 10, 2020. **It may be necessary for the Academy Board to call a special meeting to ensure approval by the deadline.** In accordance with the Terms and Conditions of the Academy’s charter contract (“Contract”), the approved Plan shall constitute an amendment to the Contract upon approval by the Academy Board. This Contract amendment will remain in effect as long as the Plan remains in effect. Attached please find a draft resolution form for the Academy Board to use in approving the Plan and Contract amendment.
- Ensure a copy of the Academy’s Preparedness Plan is posted on the Academy’s website by August 17, 2020.
- Ensure a copy of the Academy’s COVID-19 preparedness and response plan (“Workplace Plan”), as required under section 1 of Executive Order 2020-114 and the Order, is posted on the Academy’s website by August 17, 2020.

If the Academy requires an amendment to the Plan, please contact Alyson Murphy at murphaly@gvsu.edu to initiate that process.

Thank you for all your efforts to keep student learning moving forward in these trying times. If you have any further questions or need additional support, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "R. T. Kimball". The signature is fluid and cursive, with the first letters of each name being capitalized and prominent.

Robert T. Kimball, Ed.D.
Associate Vice President for Charter Schools
Grand Valley State University

Attachments

Academy Board Resolution

cc: Steven Tucker, Board President