



CRESCENT VIEW ACADEMY

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Wednesday, March 18, 2020

Administration

Iyad Wazwaz
Principal

Anwar Zuraigat
Director of
Business and
Development

Mariam Sabr
Director of
Student Success

ShemsAdeen Ben-
Masaud
Director of
Student Affairs &
Community
Engagement

Monia Tazi
Office Manager

Michelle
Badawiyah &
Jemila Adam
ECE Directors

Board of Directors

Jurajj Horton
Chairman

Jamil Modak
Secretary

Caleb Ford
Treasurer

Khalid Hamideh
Member

Ramey Youssef
Member

Behram
Mohmand
Member

RE: COVID-19 and E-Learning Platform Update

Asalamu Alaikum. We ask Allah, the All-Mighty and the Protector to keep your families safe, healthy, and in the best spiritual and mental well-being during these trialing and difficult times. Crescent View Academy would like to reassure all of you that we are collaborating with many third-party vendors and government agencies to ensure that our school is following the prescribed guidance, and managing remote learning using the most suitable e-learning platforms.

Currently, administration is working at the school and is practicing social distancing and social isolation as much as possible. We are closed to the public and ask that you do not come to the school without a scheduled appointment. The CVA website will be the central communication for updates regarding all COVID-19 communication and guidance. You can reach us via the contact information listed below:

Name	Title	Reason	Email	Phone
Mr. Iyad Wazwaz	Principal	Updates on current situation Feedback/Concerns Grievances	principal@crescentview.org	303-745-2245 x. 100 510-676-7325
Mr. Anwar Zuraigat	Director of School Business and Development	School Business and Financial related issues	anwarz@crescentview.org	510-509-5048
Mrs. Mariam Sabr	Director of Student Success	Academic issues Online Access Assessments	mariam.sabr@crescentview.org	303-745-2245 x. 103
Mr. ShemsAdeen Ben-Masaud	Director of Student Affairs and Community Engagement	Religious Counseling Spiritual Support Discipline	shemsadeen.benmasaud@crescentview.org	303-745-2245 x. 101
Mrs. Monia Tazi	Office Manager	Enrollment Medical Issues	monia.tazi@crescentview.org	303-745-2245 x. 102
Mrs. Sana Qureshi	Business Office Assistant	Tuition Payments	sana.qureshi@crescentview.org	303-745-2245 x. 104
Mrs. Annum Malik	School Registrar	Attendance	registrar@crescentview.org	303-745-2245 x. 105
Mr. Mohamed Ndioubnane	IT Support	IT Support Issues	it@crescentview.org	303-745-2245 x. 113

Starting Monday, March 23rd, CVA will begin its e-learning program. Teachers will be posting daily assignments and activities using Gradelink™, Google Classroom™ and Google Hangout™ and/or Google Meet™. Please read and review the **Crescent View Academy E-Learning Protocols, E-Learning Agreement** and **Google Classroom for Parents Handbook** carefully. Families should ensure they have adequate internet access, devices, and a working printer. CVA teachers will make every attempt to stay within current schedule (see attached).

We recommend that you keep your child on a normal school schedule. They should be prepared for class as usual and take their snack and lunch breaks as scheduled. Imam ShemsAdeen will be delivering the morning dua every morning at 7:55 AM via phone communication. Similarly, he will post religious guidance videos at least twice a week for you to watch with your children and discuss as a family. We ask that everyone work together during these difficult and challenging times. Our administration and teachers understand there will be glitches, yet believe that Allah will help us by easing our minds and softening our hearts to make the best of this current situation.

As of now, we are committed to one week of the e-learning platform until further clarification and guidance is presented from governmental agencies. We are following the updates regularly and are aware of current trends. We take our school community's safety seriously and will make decisions that practice healthy and safe precautions.

If it is recommended to continue with the e-learning platform, we will do so until there is guidance that attending school is safe. Alhamdulillah, CVA has not had any reported cases of COVID-19 among employees, Board of Directors members, or CVA families. If you are tested or a family member is being tested, please keep Mr. Iyad Wazwaz notified via phone, text, or email. It is extremely important that you communicate with us regarding your situation. All situations will remain confidential, although pertinent information will be shared with Tri-County Health for guidance.

If your child is going to be absent and not participating in the e-learning platform, please send an email to attendance@creセントview.org. He/She will be marked absent and will be required to complete the work missed.

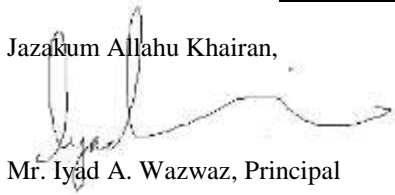
For families with students in KG-4th, you should have recently received an email from Mrs. Mariam Sabr regarding your child's school-issued email account. This account is needed to log into their Google Classroom. Please make sure you have tried the account and that it works. If you experience any issues with the email, please contact IT@creセントview.org. Also, CVA has a limited quantity of Chromebooks that we can lend to families with special circumstances. If you are in need of a Chromebook, please email principal@creセントview.org and explain your situation. We will do our best to provide the equipment when possible.

Finally, we will continue to communicate updates and changes as they are provided to us. Remember to follow the necessary safety measures to keep you and your families safe and protected. We will always make ourselves available to you and your family within reasonable time and abilities.

If you need to pick up any of your child's books or workbooks the school will be open on Friday from 9:00 – 3:00 PM. Please abide by the following schedule as much as possible and limit your presence in the building to less than 5 minutes when possible.

Last Name	Time
Abaidat – Aboutabl	9:00-9:30 AM
Abouyoussef-Ahmed	9:30-10:00 AM
Ahram-Alrashed	10:00-10:30 AM
Alsahafi-Bathhef	10:30-11:00AM
Bayaa-Dilwar	11:00-11:30 AM
Elghamry-Hajdarwich	11:30 -12:00 PM
Hama-Ibn Umar	12:00-12:30 PM
Ibrahim-Kerimov	12:30-1:00 PM
Khalfay-Malik	1:00-1:30 PM
Mansur-Nasir	1:30-2:00 PM
Ndioubnane-Sayed	2:00-2:30 PM
Shafi-Zuraigat	2:30-3:00 PM

Jazakum Allahu Khairan,



Mr. Iyad A. Wazwaz, Principal