

# MEMORANDUM

**To:** AVANCE-Houston Parents and Program Participants  
**From:** Luz E. Flores, Executive Director  
**CC:** Chief Leadership Team  
**Date:** September 8, 2020  
**Subject:** Welcome- We Look Forward to Serving You Virtually!

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Hello AVANCE-Houston Parents and Program Participants,

I hope you are all well and safe. As we know, these last months have been quite unique, challenging, and our routines have certainly changed. But one thing for sure is that at AVANCE-Houston, we are committed to *"Embracing our Future Together...**Safely**";* and that is our motto this new year—as we look to the future with lots of optimism.

We are thrilled to begin the 2020-2021 school year, and are excited to welcome our students back this week

Virtual instruction at AVANCE-Houston will begin as follows:

- **Parent-Child Education Program** Thursday, October 1
- **Head Start & Early Head Start** Tuesday, September 8
- **Adult Education** Tuesday, September 8 (returning students only)
- **Healthy Marriage: *Strong Families, Strong Communities***-TBD

Parents and students have been and will continue to be contacted directly with detailed instructions about accessing virtual lessons, processes and expectations. Very importantly, our staff is ready to provide you support as needed during this new virtual learning process for all of us.

AVANCE is still on schedule to begin face-to-face instruction (in phases) for students on **Monday, October 19, 2020**. This date is subject to change based on COVID-19 conditions across Harris County and recommendations from local, state, and federal health officials. You will be updated regarding the transition plans, trainings and dates back into our centers prior to this date.

I do want to reassure you that we have worked diligently to prepare to welcome all children and adult students back in a virtual format. Our teachers and staff have participated in an array of trainings in order to deliver the highest quality instruction they possibly can.

Virtual instruction is a new process for our students and staff, and we expect to practice patience throughout the process; but we know we will thrive if we work closely together. Please know we are here to support you as well.

I deeply appreciate all of you for trusting our agency to serve you.

Luz Flores



Executive Director