



March 25, 2020

Hello PIC Community,

I again hope that this finds everyone well (and sane). I am writing with the latest decisions and updates concerning our closure due to COVID-19.

PIC must remain closed until we are legally authorized to reopen and it is safe to do so.

There are several factors that impact when we will be able to reopen:

- Legal authorization from the Commonwealth of Pennsylvania as well as the City of Philadelphia
- The health and safety of the children, teachers, staff and families who are a part of the PIC community
- Ensuring we have adequate teachers to staff the Center

While we wish we could let families know exactly when we will reopen, we simply cannot do so yet.

We recognize that this makes it very challenging for families to plan for the days and weeks to come, but there are too many unknowns to estimate the duration of our closure at this time. Please know that we are closely monitoring all of the factors involved in order to expedite our re-opening. We will communicate additional information as we learn more.

The full PIC Board of Directors has met twice in the past week to address this unprecedented situation, and the Board has voted to approve the following actions:

- 1. Tuition will be suspended while we are closed for any period of April.** If we are able to re-open at any point in April, families will only be invoiced for the dates that we are open.
- 2. All full-time and part-time staff will be paid in full for the month of April, regardless of whether we are able to open.** Additionally, PIC will continue to provide benefits for our eligible full-time employees.

As you know, our talented teachers are the heart of PIC and I have heard from many families that they want to ensure that their salaries and benefits will continue. Each month, 80% of our tuition goes to salaries and benefits--while we receive some grants and subsidies from the government, we are *primarily dependent on tuition to operate*. The decision to not charge April tuition means that we are digging very

deep into our already limited resources. We want to support our amazing teachers and staff, many of whom would face serious economic and other consequences without a salary or benefits.

And now, I must make a serious appeal to our families who pay full tuition for care. ***Will you consider making a donation to PIC to offset the significant loss of April tuition?***

I am so appreciative of the families who have already contacted me with their desire to do so. *We need your gift now more than ever before!*

This moment is unprecedented and our economy has become very fragile. We rely on tuition dollars to pay staff. A gift today is a contribution to PIC's financial stability, which will enable us to plan for the time when children and teachers will be back in their classrooms.

We understand that this may not be possible for families who have been impacted by this unexpected economic downturn. We ask that you consider a donation in whatever amount may work within your finances. Gifts big and small will help.

You can make your gift on the [donation page](#) on our website. Many employers match charitable contributions, and reaching out to them at this time could increase your gift significantly.

What to know about April tuition:

- For families who pay their monthly tuition automatically through the Electronic Funds Transfer (EFT), Safia will not take any April payment at this time.
- For families who make payment electronically through the Click-to-Pay system, please do not do so for April until further notified.
- For families who have their banks automatically issue checks each month, please notify your bank to stop payment.
- For families who pay by regular check or cash, please do not do so until further notified.

I have heard from many families who love the communication coming from the classrooms. Our teachers are loving it, too! PIC hopes that we will be able to continue to provide this support to our children and families as long as we must remain closed. We will keep you posted on any changes to this much needed and high quality remote programming.

Together, we can keep our community strong. Your patience and understanding as we navigate these murky waters is greatly appreciated.

We miss seeing you and I wish good health to all.



Deb Green
Executive Director