



12/4/24

Dear Families,

Subject: Update on Program Relocations and Holiday Season Preparations

As we enter this holiday season, we want to take a moment to express our gratitude for your ongoing patience and support during this transitional period for Keystone Educational Collaborative. We understand the uncertainty surrounding the anticipated relocations of the Keystone Elementary Program in Townsend, MA, and the KEY Program in Fitchburg, MA, and we want to provide you with the latest updates.

Currently, the building project is progressing as expected, albeit with some minor delays that are bringing us down to the wire. Next week, we are scheduled for a critical site visit and approval process conducted by the Department of Education (DESE). This visit represents an important step, as DESE will require all necessary town certifications and approvals before issuing facility certification.

Throughout this process, we have maintained regular communication with sending districts and bus companies, ensuring they are kept informed of the latest updates. Final notifications will be sent to all parties as soon as we receive the necessary approvals.

At this time, we still anticipate transitioning all students to the new locations after the holiday break. However, we will continue to monitor the progress closely and keep you updated on any changes to this timeline.

To ensure a smooth transition, we have been working tirelessly to:

- Finalize contracts with movers for seamless relocation.
- Order and organize all necessary materials for the programs.
- Prepare students with as much information as possible to minimize stress and uncertainty.

We are committed to making this transition as smooth as possible for our students and families. Your continued trust and partnership are deeply appreciated during this exciting yet complex period.

As we celebrate this holiday season, we recognize the importance of stability and community in our students' lives. Thank you for your understanding and support as we navigate these changes.

If you have any questions or concerns, please feel free to reach out to us. We will keep you informed every step of the way and look forward to the new opportunities these facilities will bring to our community.

Wishing you and your family a joyful and peaceful holiday season.

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