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DATE: March 21, 2020
TO: KCAI Students, Parents, Faculty and Staff
FROM: Tony Jones CBE, The Nerman Family President
RE: "Stay-At-Home" Order Implications for KCAI

Following the recent "stay-at-home" order for Jackson County, Missouri, effective Tuesday, March 24, KCAI is making the following accommodations:

- Students planning to move out of the Barbara Marshall Residence Hall (BMRH) should contact Security by email at security@kcai.edu or phone at (816) 931-6666 immediately to schedule retrieval of belongings prior to Tuesday, March 24. As a reminder, we are abiding by social distancing and will limit the number of people entering the building at one time.
- Students planning to move out of the BMRH who cannot retrieve their belongings before Tuesday, March 24 must arrange pick-up for a later date due to the stay-at-home order. KCAI will keep belongings in your room until you are able to schedule retrieval after the stay-at-home restrictions are lifted.
- Students returning from Spring Break to live in the BMRH must do so no later than midnight on Monday, March 23.
- Students currently living in the BMRH can stay and will be subject to the stay-at-home order. Residents will be expected to maintain social distancing and limit trips outside to the essential activities detailed in [the order](#) from Mayor Quinton Lucas, such as trips to the grocery store or take-out restaurants and for health care needs.
- Wylie Dining will provide take-out meals for residents only.
- Students who need to pick up essential supplies or equipment from their studios must coordinate with your department Chair to schedule a time to go into your building as soon as possible. Check your email for a message from your department Chair.
- Online learning for the remainder of the spring semester will continue as planned.
- All non-essential staff should continue to work from home. Staff members who need files or supplies from their office must retrieve them prior to Tuesday, March 24. Please coordinate a specific time with your manager to stagger the number of people in the buildings at any given time.

As circumstances change daily, we continue to ask for your patience. College leadership is diligently working to find fair solutions to our students' diverse needs and circumstances related to housing, dining and studios. As a reminder, you can visit <https://kcai.edu/emergency-communications/> for current information and email responseteam@kcai.edu with any questions not answered there.

