Dear Hopkins Staff:

At 2:00 p.m. this afternoon, Minnesota Governor Tim Walz announced a stay-at-home executive order that will take effect on Friday, March 27 at 11:59 p.m. and remain in place until April 10. The order asks all Minnesotans to stay in their home unless it is absolutely necessary to leave. In addition, after the stay-at-home order is lifted, residents are being asked to continue to engage in social distancing for three more weeks. These actions are in response to the COVID-19 pandemic.

We know you may have questions about what this executive order means for your role(s) and work assignments. This message is intended as a follow-up to the executive order. As such, Hopkins Public Schools is asking all employees to follow the Governor’s orders as they relate to your work.

For those working remotely, our previous guidance will still apply. Some of our staff, however, will still need to report to a building to carry out essential services. In order to maintain essential services and to manage our facilities in a manner that adheres to the Governor’s order, we will enact the following practices:

- From Friday, March 27 at 5 p.m. and until April 10, all buildings excluding Eisenhower will be closed to all staff with the exception of building administrators and essential custodial and nutrition service staff.

- From Friday, March 27 at 5 p.m. and until April 10, Eisenhower will be the only building that will be open to conduct essential administrative, technical, childcare, nutrition, custodial, and tenant operations.

Should other staff need to enter any building in order to gather belongings or work materials for the stay-at-home order, please do so before 5:00 p.m. Friday. Please keep social distancing parameters in mind as you enter the building only for purposes that enable you to follow the Governor’s orders.

We continue to build work plans that will allow Hopkins staff to operate at a high level in a virtual, at-home learning environment. As those plans unfold, we will share with you. In the meantime, please contact your supervisor if you have questions.

Thank you for your continued flexibility and support as we work our way through the rapid changes facing all of us. We appreciate your focus on providing services that promote the well-being of those we serve.

Together, we are Hopkins Strong!