

Inland Empire Gymnastics Academy

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April 20, 2020

Dear Inland Empire Gymnastics Academy Families:

I can hardly believe it's been over a month since we were required to suspend all gymnastics training at IEGA due to the COVID-19 public health emergency. While I know this current "normal" is not the place we wish to be right now, I hope this letter finds your circle of family and friends in good health, and you have settled into some sort of daily routine. For many of you, we know this new routine now includes online school, which brings with it all kinds of new challenges and frustrations, as well as lots of increased screen time for our kids. Add in our very limited social engagement calendars and, if you're like me, occasionally the four walls of your home start to close in. If you are feeling this way, please know you are not alone and there is light at the end of this long tunnel.

As the two current IEGA tuition options, **OPTION 1 AND OPTION 2** (see the end of this letter for a review) will be auto-debited on April 26th, I wanted to take just a few minutes to update you on what we have been doing at IEGA over the past month to prepare for the future and our reopening.

Looking Back

During the month of March, 341 incredible families opted to stay enrolled and one of those families was yours! Your continued enrollment enabled us to pay the lease, cover our monthly facility operational costs, continue utilizing core staff for the activities discussed below, and provide critical health care coverage for staff who had to be temporarily laid off. **Thank you from the bottom of our hearts.** We could not have done this with your support and continued commitment to our collective future in serving your children.

Our staff, whether fully employed or not, have been busy over the past 30 days, working hard to support IEGA and our students during these unprecedented times. From physical work in the gym to producing online content for your children to use at home, here is a partial list of the projects and activities they have been engaged in:

1. Producing weekly gymnastics videos and online fitness content for our students and families;
2. Hosting weekly Zoom meet-ups with our both our recreational and competitive students to chat with their coaches and each other;
3. Creating daily social media posts for our students, including gymnastics and fitness challenges;
4. Repurposing the old gym floor panels to re-level many surfaces throughout the gym, making safer and sturdier landing areas for all our gymnasts;
5. Cleaning and reorganizing the IEGA storage bin;
6. Cleaning and reorganizing under the pit; and
7. Removing the old mirrors from the gym back wall.

Looking Ahead

Though we do not currently have a target date to reopen, we are working hard to develop a multi-faceted game plan that will allow us to re-commence gymnastics classes at our facility as soon as permitted. To make this possible, we have established two goals that are guiding all of our work and plans at IEGA:

1. **Maintaining our employment relationship with as many of our coaches and staff to ensure we have the capacity and are ready to immediately re-commence gymnastics classes when permitted.**
2. **Restructuring our physical facility and operational procedures to ensure student and staff safety when we open our doors.** These physical and operational changes may include some or all of the following:

- Temperature checks on all staff, students and parents entering IEGA;
- Increased sanitizing and disinfecting of the gym with daily/hourly designated times between classes, additional “end of the day” services, and possible purchase of a fogging/disinfecting system for the entire gym;
- Placement of additional hand sanitizing stations throughout the gym for use during classes;
- Limiting inside parental viewing to those with students who are 5 and under (1 parent per household), and installing a closed-circuit video system that would enable all other parents to watch students in real-time while not actually in the IEGA facility;
- Implementation of a computerized check-in/check-out system, including separate entrance and exit doors, to help allay potential parent concerns about students being unattended;
- Dedicated staff member(s) to supervise students between events and monitor restrooms and hand washing;
- Reduction in class sizes, expanded hours/days and staggered start times to limit the total number of students in the gym at one time; and
- Installation gym-wide cooling system to ensure student and staff comfort during extended hours in July, August and September.

As you might expect, maintaining some employment of coaches and staff during this public health crisis, and making physical and operational changes to our gymnastics facility is not without significant new costs and investment. To address this challenge, over the past month IEGA worked quickly and aggressively to secure two small business loans from the United States Small Business Administration (SBA): (1) an Economic Injury Disaster Loan (EIDL) to fund physical and operational changes at the gym, and (2) a Payroll Protection Program (PPP) Loan to help us bring back a few additional staff sooner than anticipated.

Our goal in May is to refine our recovery and re-opening plans, develop a budget for expenses, purchase and install needed equipment, and continue developing our new operational strategies that incorporate evolving best practices for youth gymnastics in light of the public health crisis and expected ongoing local, state and federal restrictions or mandates. Ensuring student and staff safety is our number one priority as we work to reopen the doors of Inland Empire Gymnastics Academy.

I know this is a lengthy letter, but it is important you know what we have been accomplishing at IEGA these past five weeks, and you can see the path we are creating to prepare for welcoming back everyone in the very near future. Again...a HUGE heartfelt THANK YOU from us to you! We can't begin to express just how much your continued support means to all of us during this difficult time. Your ongoing encouragement through emails, texts and social media posts keep our spirits lifted and enables us to clearly see the light of hope ahead.

In deep gratitude from us all,

Katie Willis, Owner

Melissa Avila, Coach & Hospitality Staff

Austin Barksdale, Coach

Leah Booker, Coach

Selena Ceja, Coach

Vicki Galeano, Gym Floor Manager & Coach

Shelby Gardelius, Coach

Robert Ito, Men's Program Manager & Coach

Reyna Jones, Hospitality Manager

Malia Lopez, Coach-in-Training
Miranda Lopez, Coach
Amada Luna, Coach
Reyna Magdaleno, Coach
Alexis Marsteller, Coach-in-Training
Caitlin McKee, Coach
Jeremy Rivera, Coach
Valeria Ruelas, Coach-in-Training
Stephanie Walti, Rec. Program Manager & Coach
Abby Willis, IDD Support Coach
Sheli Wilson, Hospitality Staff
Tanyr Wilson, Coach

TUITION OPTIONS AT IEGA DURING COVID-19 FORCED CLOSURE:

OPTION 1 - REMAIN ENROLLED AND EARN 10%

Recreational and competitive families remaining enrolled at IEGA will be rewarded with the new **110% Family Loyalty Credit (FLC)**. During this pause in our operations, 110% of all the tuition dollars your family pays beginning April 1 will be held as a credit on your account in the form of a Family Loyalty Credit (FLC). Once operations at IEGA resume, your total FLC will be evenly divided over 10 months to reduce your athlete's future tuition.

OPTION 2 - TUITION RELIEF OPTION

Families who choose this option will pay \$20 per month per enrolled child and will retain their class spots. When classes resume, these families will receive \$20 off their monthly tuition per student for each month that tuition relief was paid.

Please note: If your family's financial circumstances have changed during the past 30 days and you need to change your option, please reach out to us via email or leave a voicemail message at the gym and one of us will get in touch with you before April 26th