

*Big Ridge Elementary School*  
*School of Excellence*

*5210 Cassandra Smith Road*  
*Chattanooga, TN 37343*

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*Jeana Johnson, Principal*

December 8, 2017

Dear Parents and Caregivers:

We are very sad to inform you that our assistant principal, Mrs. Connie McDade, passed away today. She was loved by the children and was a tremendous friend and mentor to the staff at Big Ridge Elementary.

Please be aware that we have not informed any students of Mrs. McDade's death. Out of respect for you, we wanted to offer parents the opportunity to deliver this information to their children in a way that you felt most comfortable. We will, however, share this information with students Monday, December 11 (with the guidance of trained professionals). We will have a team of counselors available Monday, December 11, and throughout the week, to provide needed support for staff and students.

The message we will deliver to your child is that they should share their questions and concerns at home and school, and that there are people who care about them and willing to listen.

Because Mrs. McDade has worked so closely with our students, it is reasonable to expect that your children could be upset and exhibit behaviors that are more pronounced during times of grief. We want you to know that we are here to support you and your child during this difficult time.

Sincerely,  
Jeana Johnson  
Principal