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## Remote Learning Plan

April 8, 2020

Dear Families:

I hope this letter finds you healthy as we all work together to curb the spread of COVID-19. If there is ever a time when the school district and families need to work together to educate our children, now is the time. We are about to embark on a plan for remote learning that will require cooperation, patience, and perseverance from families and educators. Together, we can make this a meaningful learning experience for our students.

Today, our district submitted our “Continuity of Learning Plan” to Clinton County RESA. Today was the first day local districts could submit. Below is some important information about this plan and how we will work to best support your child during this time away from the school building.

While nothing can replace the face-to-face interactions of education, our staff is committed to supporting your student’s education during this time. Our teachers are working to make contact with families who did not complete the parent survey regarding internet and technology access. We know that our families are receiving a lot of information these days and we are going to work to control our communication to minimize the number of communications while still providing the information you need.

### Engagement Times

Below are the recommended engagement times for students by grade level that have been shared with our teachers to use as a guide.

Grade Level	Minimum	Maximum	Recommended Length of Sustained Attention
PreK	20 mins/day	60 mins/day	3-5 mins
K	30 mins/day	90 mins/day	3-5 mins
1-2	45 mins/day	90 mins/day	5-10 min
3-5	60 mins/day	120 mins/day	10-15 min
6-8	Class: 15 mins/day Total: 90 mins/day	Class: 30 mins/day Total: 180 mins/day	1 subject area or class
9-12	Class: 20 mins/day Total: 120 mins/day	Class: 45 mins/day Total: 270 mins/day	1 subject area or class

## **Instruction**

As much as possible, teachers will provide learning opportunities that allow the student to complete their work at any time or day during the scheduled week. Students will not be required to log in on certain days and/or times to receive instruction. Some teachers may have an OPTIONAL time for when their class of students may connect in and “see” each other, using Zoom or Google Meet.

## **Student Expectations**

It is expected that students will complete work that is shared by their teacher each week. Teachers will provide feedback to submitted work either electronically or over the phone, as much as possible. For students who have regular access to the internet, work may be submitted in the manner it was assigned (e.g. assigned through Google Classroom and turned back in through Google Classroom). For students who are receiving printed resources, one way to submit work to teachers for feedback might be to take a picture of the completed work and send it to your child’s teacher. We would like to minimize the need to send materials back to the school.

## **Parent Expectations**

Parents are encouraged to help their child create a daily routine that includes time for their child to engage in the academic resources provided. It is encouraged that children have a dedicated workspace in which they will do their school work at home.

## **Communication from Teachers**

Each teacher will send 1 weekly email to parents for their class. This email will be delivered on Friday of each week and contain work/assignments for the next week. As we get started, the first email from teachers will be sent on Monday, April 13.

## **Communication from Building Principal**

Each building principal will send 1 weekly email to all parents in the building. This email will be delivered to our families on Monday of each week and contain resources and information for students and families from the building and district level. As we get started, the first email from principals will be sent on Tuesday, April 14.

## **Staff Office Hours**

To help support students and parents, our staff will host three separate 1-hour “office hours.” These are not live “classes” and students and parents may use them as needed; they are not required. This is an opportunity for students and parents to connect in and receive additional support. Students and parents will be able to connect in through a computing device or by calling in using a telephone. Staff office hours and contact information will be shared out in the communication from the building principal. Staff can always be contacted directly through email, typically responding within 24 hours Monday through Friday.

## **Online Resources**

Each teacher will utilize a “Learning Management System” to deliver instructional resources electronically, for those students who have the access. Common examples include Google Classroom and Moodle.

## **Offline Resources**

For those students who do not have online access, print resources will be delivered to the student’s home via our school buses, typically on the Monday of each week. These print resources will be dropped next to the mailbox each week. Print resources will be comparable, if not the same, as the resources being shared electronically. As we get started, the first delivery of print resources will be on Tuesday, April 14.

## School Tech Support for Students

If students are having trouble logging into their school Google account, into Clever, or even locating and accessing school resources from teachers students can either email their teacher or they can reach out to our Technology Department via email at: [homehelp@sjredwings.org](mailto:homehelp@sjredwings.org)

## Free Meals for Students

We continue to provide free meals to ALL students.

High School - Athletic Entrance	Monday, Wednesday, Friday	9:30am - 11:30am
Eureka Elementary	Monday, Wednesday, Friday	9:30am - 10:30am

If your financial situation has changed through this pandemic your child(ren) may now be eligible for Free or Reduced Price Lunches. Families should complete an application at [www.lunchapp.com](http://www.lunchapp.com). This eligible status will be good through the first 30 days of next school year before it will need to be renewed.

While we have worked hard to organize ourselves to implement this plan, we know that we are not perfect and we will need to make adjustments. We ask for your patience as we transition and work to best support your child. We are committed to supporting your child and your family during this challenging time in our world.

We truly believe that education is a partnership between school and home and that....."Together, we succeed."

Stay safe!



Mark Palmer, Superintendent



Did you know that with an internet connection students can access the World Wide Web using a PS4 and Xbox gaming console? Students can access Google Classroom through their gaming system!