



March 20, 2020

Dear LEARN Community,

In these challenging times, our top priority is the health and well-being of our students, staff, and all of the families in our community. In an effort to support that overall well-being, LEARN has been preparing to provide our children and families with ongoing learning opportunities to continue learning and maintain connections to their school community. At the initial time of our closing, we anticipated a two-week timeframe. To meet that short-term need, LEARN shared Phase One of our plan to present educational opportunities through access to our regional library of learning activities. Now that an extended closure is increasingly possible, we are preparing for Phase Two of these opportunities. We now turn to you to engage together in the design and implementation of meaningful learning opportunities.

We recognize that this approach to learning is new for most of us – we know that we will continue to evolve based on the feedback of our students, families, educators, and with guidance from the State Department of Education.

Attached is a copy of our plan. Please read below for more information on what this plan means for you:

### ***What will the teachers be doing?***

Teachers will be planning engaging lessons and activities that support the most important skills and concepts of the curriculum. These lessons and activities will be planned on a weekly basis and posted every Friday for the upcoming week. A Google folder has been created for teachers to share materials and collaborate with one another. We will also use it to post other professional resources or tutorials that teachers may request as we move forward. The link to this folder is here: <https://drive.google.com/drive/folders/1ILQTIMwdpfp-WKX6ijwxlhUtWFFEVaHo?usp=sharing>

While these days are contractual work days, we understand you may be facing many of your own challenges in light of the current situation. We want to remain flexible with you while working toward common outcomes. To that end, we are asking you to commit to the following:

- Collaborating with your team each week for at least one hour in a virtual setting. Your school administrator will assist in the organization of these meeting times that works best for the team.
- Planning and posting weekly learning opportunities and activities for your students that work toward the critical concepts and skills of your curriculum. The goal is create 3 hours of daily learning opportunities and to post these by 3PM every Thursday for the following week.
- Providing suggestions for students to demonstrate their learning as well as offering feedback to individuals about their work.
- Being available to respond to questions or provide support in a reasonable amount of time during your normal contractual hours.
- Collaborating with special education and related services staff in a best effort to meet student learning needs.
- Communicating with the children to encourage their participation and maintain a strong connection.

### ***What will the children be doing?***

You will provide students with daily learning opportunities based on their grade level. Students in grades PK-5 should engage in activities incorporating literacy, numeracy, science, social studies, and essentials/specials. Sample menus and



calendars are included in the attached plan. Students in grades 6-12 should receive assignments and activities connected to the courses they are currently taking. These learning opportunities will be “asynchronous” meaning that they can be accessed according to a schedule that works best each child’s unique situation. You will provide recommendations for how students can share evidence of their learning by sharing photos and videos or by uploading work through their school’s online platform.

### ***When will this happen?***

Teachers will be planning and participating in collaborative meetings during the week of 3/23-3/27. Your school administrator will be in touch to schedule the initial meetings, answer any questions you may have, and organize access to materials you may need from school in order to plan. Beginning 3/30, students will have access to teacher created lessons and activities via existing school-based online platforms. Elementary schools will be using Bloomz, See Saw, or Google Classroom (depending on your school) while all secondary schools will be using Google Classroom. Our goal in the first week is to get our plan off the ground, share initial learning opportunities, and seek feedback on how we are doing. We know you will have great ideas that will far exceed this plan – take it slow so we can assure equitable experiences across all of our classrooms while we find the best way to leverage those great ideas for everyone.

### ***What if students need access to technology?***

Access to learning continues to be a concern for us. We want to help in any way we can. Your school will be sending out a follow-up communication about ways in which your school’s administration will work with you to arrange an equipment loan and to help access internet service currently available through a variety of communications companies. If we are unable to meet a family’s technology access needs for any reason, we will work with them on an alternative plan to provide every child with the learning resources as best we can.

We also recognize that this model of instruction is new for most of us. The LEARN Information Technology Department, Office of Teaching and Learning, and the entire leadership team stand ready to support all of our staff in this endeavor.

### ***What if a child has an IEP or other learning needs?***

General education teachers will be in ongoing communication with our special education and related services staff. In addition, IEP case managers and related services staff will be in contact with families to discuss the ways in which we will be working to the greatest extent possible we can in meeting each child’s learning needs in these unprecedented times. We also shared the following link with families:

[http://learnstudentsupportservices.org/resources/activities\\_and\\_learning\\_resources\\_for\\_families](http://learnstudentsupportservices.org/resources/activities_and_learning_resources_for_families).

We certainly hope to be back in school as soon as we can to resume learning alongside one another. Until that is possible, we will join together in providing our children the best tools and learning opportunities to continue their education. Thank you for your partnership and ongoing support!

Respectfully,

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