

Dear Kawameeh Middle School Community:

March 16, 2020

I am sending this correspondence to share our Remote Learning Plan due to the coming weeks public health-related school emergency closing. To keep our students engaged and learning during this trying time, we have prepared to support remote learning for all students. Our teachers have been creating and preparing plans for remote instruction. These plans are being finalized and subject matter teachers will communicate with your child about the next steps necessary to complete remote learning assignments. Parents and students may contact teachers through email; in addition, teachers and students may utilize one or more of the following Google platforms to facilitate learning, Classroom, Chats, Hangouts, Slides, Docs and Forms.

In terms of distance learning, the intention is not to replace the experience a student would have in his or her classroom, but to support them with continued learning while away from school. The lesson plans and activities the teacher has organized will help them to progress to the end of the year goals. In a remote learning environment, students will need to take responsibility for their work and engagement.

While set “class times” will not be held, teachers are expected to communicate daily learning activities and assignments and collect those as evidence of your child’s work during this time. In a remote learning environment, students are expected to connect daily and navigate activities provided by the teachers through their Google Classroom. Teachers will take daily attendance, update lessons, monitor progress, and assess assignments daily. Parents are encouraged to provide time and encourage daily student engagement.

We understand that most students have internet connectivity, but we also understand some do not. If you are in need of internet service, **Comcast’s Internet Essentials** program will provide internet services for two months for qualifying applicants. The district will coordinate with families who have identified the need for devices through the survey that was sent out last week. Ms. Sandra Paul, district technology director, should be contacted if you have any concerns. Also beginning Tuesday, the district grab and go meals program will be offered to those eligible for the Free/Reduced lunch program. Please check our district website for additional details.

Support your child in their learning by:

- Structure is the most important thing to keep in mind. Setting aside time everyday for school work establishes a routine.
- Check in with your child daily about the tasks, activities, and assessments that they are working on.
- Designating a place where your child will work independently on his/her assigned tasks.

- Asking your child to provide a brief summary of the learning he/she is engaging in for each class to ensure their understanding of the content and of the process they are being asked to engage in to demonstrate their learning.
- Asking your child about submission dates/times and supporting them, as needed, in completing their assignments in a timely manner.
- Reminding your child to communicate with his/her teachers if they have any questions.

Students Roles and Responsibilities

- Dedicate appropriate time to learning, as guided by your teachers.
- Check Google Classrooms and emails on a daily basis.
- Identify a comfortable and quiet space to study/learn.
- Review submission dates/times and complete assignments in a timely manner

Please follow the following protocol if you have concerns regarding your student's work.

1. Reach out to the teacher and please give 24 hours to respond.
2. School Counselors and SAC may also be contacted if a student is struggling with the work and/or expectations for completing the work.
3. If it's content or subject matter related and you have not resolved the issue with the teacher of record, please contact the Department Supervisor (As found on the district website)
4. If it is a non-content related question/concern contact the Vice Principal, Ms. Lorenzo.
5. Please contact Mr. Malanda if the above resources have not addressed your questions or concerns.

We know the uncertainty of potential school closures is stressful for all involved, but we remain focused on the health and well-being of our students, faculty, and all of their families.

Regards,

Jason Malanda

Principal
Kawameeh Middle School