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**[princi\_elem] [principals] Update on Supplemental Learning Plan Starting March 30**

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**From :** Charis McGaughy <mcgaughy\_c@4j.lane.edu> Thu, Mar 26, 2020 04:35 PM  
**Sender :** princi\_elem <princi\_elem-bounces@4j.lane.edu>  
**Subject :** [princi\_elem] [principals] Update on Supplemental Learning Plan Starting March 30  
**To :** Teachers <cert\_all@4j.lane.edu>  
**Cc :** directors <directors@4j.lane.edu>, principals <principals@4j.lane.edu>

Greetings Teaching and Learning Staff,

We hope this message finds you in good health and good spirits during these uncertain times.

There are many questions to be answered about next steps for providing supplemental learning. While we wait to learn more from the State of Oregon, our teaching and learning team is finalizing plans to reconnect students with teachers for supplemental education soon after spring break.

We are working to meet the varying needs of all learners across all grades and to make sure that all 4J students will have the technology to access curriculum materials, learning opportunities, and connection with their teachers and schools.

A plan is being carefully crafted for how staff will return to work after spring break on March 30 (largely remotely). To support the shift to remote / online supplemental education access, we plan to provide teachers training and time to learn, plan and collaborate the week of March 30–April 3. Please look for an email that will be sent on or before 8 a.m. the morning of Monday, March 30, with a more detailed description of the plans for the week.

Working Remotely:

Teachers are expected to work remotely from home as much as possible during this time. We understand you may need to come to the school to gather materials you will need to work from home the week of March 30—please work with your building administrator to schedule a time to come gather your things. If there are technology supports you would need to work from home, please inform your principal as soon as possible. Depending on your home circumstances, you may feel you need to work from your classroom the week of March 30 or in April, with strict adherence to social distancing requirements.

If you believe you need to come in to pick up materials or schedule the time to work in your classroom, please reach out to your principal to coordinate a time within the designated access hours, and enter through the main entry.

Timeline for Staff:

Week of March 30 – The two primary activities for this week for teachers will be: 1) Professional development on remote learning platforms Seesaw (K–5) and Google Classroom (6–12); and 2) Collaborative planning for instruction over the following 3 weeks, focused on deepening and expanding instruction underway before the school closure. You will be receiving a much more detailed plan from your principal by Monday morning.

Week of April 6 – Begin instruction with students on the supplemental remote learning platforms.

We look forward to working collaboratively to provide new remote learning opportunities for our students. As we move forward we must plan on being flexible; we know that this will not be flawless at the start and will continue to improve over time. We are grateful to have you, our extremely talented group of educators, ready to come together virtually and overcome the obstacles that we face to support our students and families.

We appreciate all that you do. We will continue to share information as it becomes available.  
Charis

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