March 17, 2020

The purpose of this memo is to share important information about school closure for students from March 18 - April 6 and their maintenance of learning during this time period, including information for students who receive specialized services through Individual Education Plans (IEPs).

A maintenance of learning means that we will not be introducing new content. Instead, students will be provided activities that:
  1. They should be able to accomplish independently of an adult
  2. Maintains their fluency skills for math, literacy, and content-specific courses
  3. Support and deepen content knowledge that has already been introduced. The only exceptions would be for Advanced Placement, VT Technical College, and Virtual High School classes

The chart below provides a “maintenance of learning outline” for each grade cluster that includes information about how learning materials and technology will be shared.

Communication
  1. Teachers will communicate with their students minimally, once per week
  2. Teachers will communicate to students and families their preferred platform for being contacted
  3. Teachers will provide students / families with a second contact in the event that families can not contact main teacher
  4. Special Educators will be contacting parents/guardians of students on IEPs to create Distance Learning Plans to ensure Free Appropriate Public Education (FAPE) during this time of school closure for students

Tips for Supporting Student Learning at Home
  1. Establish a routine
  2. Encourage your child to set up a special workspace with minimal distractions
  3. Structure time for outdoor activities - play and/or physical fitness
  4. Incorporate wellness activities - quiet time, mindfulness, yoga, or puzzles/games
  5. Monitor screen time
  6. Incorporate time for new hobbies - cooking, sewing, arts, music....

PLEASE NOTE: School Technology Filtering Mechanisms DO NOT work outside of school. You will need to set up filtering on your wifi system. Please contact your internet service provider for assistance, as all systems are different.
Meal Provision - Family Letter

| Grade Cluster | Phase I  
|March 18-20 | Phase II  
|March 23-April 6 | Technology | Tracking Of Student Work |
|---|---|---|---|---|
|PK-2 | Learning Packets | Learning Packets | Not Required for Learning Packets | All teachers will communicate with homeroom students by the end of day Wednesday and set up weekly check in times with families. |
|Access | 1. Sent home w/students on 3/17  
2. Family pick up 3/17-3/20  
3. If it needs to be mailed: Call 893-5631 | Please call 893-5631 for delivery preference or email tsmet@mymtsd-vt.org |  
Access  
1. Available for pick up 3/23 10:30 a.m - 2:30 p.m  
2. Home delivery via bus 3/24 (see bus route schedule)  
3. Email scanned copy |  
Access  
1. Available for pick up 3/23 10:30 a.m - 2:30 p.m  
2. Home delivery via bus 3/24 (see bus route schedule)  
3. Email scanned copy |
|3-5 | Learning Packets | Learning Packets | Not Required for Learning Packets | All teachers will communicate with homeroom students by the end of day Wednesday and set up weekly check in times with families. |
|Access | 1. Sent home w/students on 3/17  
2. Family pick up 3/17-3/20  
3. If it needs to be mailed: Call 893-5630 | Please call 893-5630 for delivery preference or email tsmet@mymtsd-vt.org |  
Access  
1. Available for pick up 3/23 10:30 a.m - 2:30 p.m  
2. Home delivery via bus 3/24 (see bus route schedule)  
3. Email scanned copy |  
Access  
1. Available for pick up 3/23 10:30 a.m - 2:30 p.m  
2. Home delivery via bus 3/24 (see bus route schedule)  
3. Email scanned copy |

Special Note - Grade 5 Placement policy and input forms for 6th Grade Placement were sent home with students yesterday. Teachers also sent it electronically. Principal Smith will send a reminder along with additional forms at the end of the month as well.
### Maintenance of Learning

<table>
<thead>
<tr>
<th>Grade Cluster</th>
<th><strong>Phase I</strong> March 18-20</th>
<th><strong>Phase II</strong> March 23-April 6</th>
<th>Technology</th>
<th>Tracking</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-8</td>
<td>Learning Activities by Content Teacher Access 1. Internet: Google Classroom (3/18) OR 2. Hard Copies for students without internet access-  - Family pick up 3/19-3/20  - If you need hard copy mailed: Call 893-5523 or email <a href="mailto:bbrown@mymtsdtvt.org">bbrown@mymtsdtvt.org</a></td>
<td>Learning Activities by Content Teacher Access 1. Internet: Google Classroom (3/18) OR 2. Hard Copies  - Sent home w/students on 3/17  - Family pick up 3/17-3/20</td>
<td>In Phase I: Technology will be provided for families that do not have their own device Thursday, March 19 and Friday, March 20.</td>
<td>Teachers will track work completed in Google Classroom. Teachers will be in communication with families for those with printed copies.</td>
</tr>
<tr>
<td>9-12</td>
<td>Learning Activities by Content Teacher Access 1. Internet: Schoology and/or Unified Classroom (3/18) OR 2. Hard Copies  - Sent home w/students on 3/17  - Family pick up 3/17-3/20  - Mail. Call 893-5462</td>
<td>Learning Activities by Content Teacher Access 1. Internet: Schoology and/or Unified Classroom (3/18) OR 2. Hard Copies  - Sent home w/students on 3/17  - Family pick up 3/17-3/20  - Mail. Call 893-5462</td>
<td>All students will be sent home with a school device on March 17.</td>
<td>Teachers will track work completed in Schoology and/or Unified Classroom. Teachers will be in communication with families for those with printed copies.</td>
</tr>
</tbody>
</table>

**Special Note - Grade 6** Placement policy and input forms for 7th Grade Placement were sent home with students yesterday. Teachers also sent it electronically. Principal Smith will send a reminder along with additional forms at the end of the month as well.