Memorandum

TO: District Administrators and Staff
FROM: Eileen F. Shafer, M.Ed., Superintendent of Schools
DATE: May 1, 2020
RE: Updated Guidelines and Expectations for Remote Learning Plan

It is with gratitude and appreciation that I acknowledge the tireless efforts of the educators and staff of our district who continue to work together during these unprecedented times to meet the needs of our students and their families. During the health-related school closure, the school district continues to implement our initial plan to provide food services and home instruction to our students. All staff and students have also been following the initial home instruction plan and completing the work provided through paper packets for most schools. As you may have learned we are focused on providing our students with access to Chromebooks and appropriate internet connection for their homes so they can engage in real-time, technology infused remote learning and have the supports needed to successfully access those materials as well as a personal connection to their administrators, teachers and school family.

Through the work of Academic Services and the support of Special Education, Guidance and the District Leadership team, the original home instruction plan has been amended to include virtual learning. The revised plan emphasizes interaction and authentic and differentiated learning opportunities that will help students stay connected to teachers and classmates and ease the transition from traditional to remote learning. **Within the new plan, students, teachers and staff will be utilizing Google Suite as the online platform, participating in live teacher-led lessons, reading and watching a host of online video(s) and completing assignments provided through Google classroom.**

The virtual learning guideline will begin for high schools and the identified elementary schools in the plan on Monday, May 4th and implemented during Phase IV which begins on May 13th. **It should be noted that the four-hour work schedule will transition to the regularly scheduled workday effective May 4th.** Please work with your building administrators to create a schedule that is most appropriate for your grade level.

For staff that have additional questions and ongoing concerns we have developed the following email address remote.learning@paterson.k12.nj.us. This e-mail address can be utilized to pose questions pertaining to online teaching and learning. District staff will be checking it on a daily basis and developing a Frequently Asked Question document that will be posted to the COVID-19 page on the website. I encourage you to continue viewing and visiting our website to stay informed and keep abreast of any new communication, resources and news pertaining to the school health related closure.

This plan encompasses a new teaching and learning endeavor and I want all of you to know that we will be providing ongoing support to develop capacity and to meet the remote learning goals for the district.

The health and wellness of our staff, students and families is the fundamental priority at this time. Be Safe and God Bless you and your loved ones.