

**COVID 19 Updates for Staff and Parents**  
**April 4, 2020**

**School closed for the remainder of the school year**

As you may know, State Superintendent McCormick announced that we will not be returning to school for the remainder of the 2019-20 school year. All Northeastern Wayne School buildings will remain closed to students. All staff will get paid, as we are currently doing, for certified, non-certified, and spring coaches and ECA sponsors.

**Learning from Home**

Our extended 20 day learning plan is as follows: there will be three days of learning each week starting Tuesday, April 7th through Wednesday, May 20th. The school staff has been working very hard the last couple of weeks to find a variety of interactive activities for your student to engage in.

The learning activities will vary from assignments posted on Canvas, *optional* audio or video Zoom meetings (since everyone does not have wifi or have safety concerns), paper packets, choice boards, projects, to weekly IDOE challenges. Each day your child may be working on one subject or multiple subjects.

Students in grades PreK-2 were given learning packets for the first several days of eLearning. A second packet will be sent home to accommodate the additional extended learning days.

Grade Levels Learning Time Recommendations from the Indiana Department of Education

Pre-K 30 minutes

Grades K-1 45 minutes

Grades 2-3 60 minutes

Grades 4-5 90 minutes

Grades 6-12 30 minutes per teacher or 3 hours max in a day

The guidelines above are meant for any delivery modes: packets, project/problem based, on-line, and hybrid.

Teachers may find that they have to scale back and adjust after their first week with teaching remotely. **Adjustments may be ongoing. Give yourself and students plenty of grace during this time. Everyone is adjusting and many students have multiple roles at home.**

Teacher office hours will be from 10:00 a.m.-2:00 p.m. on extended learning days.

**eLearning/Waiver Day Schedule  
By Period Schedule for HS/MS**

Week	Monday	Tuesday	Wednesday	Thursday	Friday
April 6	Waiver Day	eLearning Period 1	eLearning Period 2	eLearning Period 3	Waiver Day
April 13	Waiver Day	eLearning Period 4	eLearning Period 5	eLearning Period 6	Waiver Day
April 20	Waiver Day	eLearning Period 7	eLearning Period 1	eLearning Period 2	Waiver Day
April 27	Waiver Day	eLearning Period 3	eLearning Period 4	eLearning Period 5	Waiver Day
May 4	Waiver Day	eLearning Period 6	eLearning Period 7	eLearning Period 1	Waiver Day
May 11	Waiver Day	eLearning Period 2	eLearning Period 3	eLearning Period 4	Waiver Day
May 18	Waiver Day	eLearning Period 5	eLearning Period 6		

**Elementary  
eLearning/Waiver Day Schedule**

Week	Monday	Tuesday	Wednesday	Thursday	Friday
April 6	Waiver Day	eLearning (Rdg/Math)	eLearning (Rdg/Math)	eLearning (Rdg/Math)	Waiver Day
April 13	Waiver Day	eLearning (Rdg/Math)	eLearning (Rdg/Math)	eLearning (Rdg/Math)	Waiver Day
April 20	Waiver Day	eLearning (Rdg/Math)	eLearning (Rdg/Math)	eLearning (Rdg/Math)	Waiver Day
April 27	Waiver Day	eLearning (Rdg/Math)	eLearning (Rdg/Math)	eLearning (Rdg/Math)	Waiver Day
May 4	Waiver Day	eLearning (Rdg/Math)	eLearning (Rdg/Math)	eLearning (Rdg/Math)	Waiver Day
May 11	Waiver Day	eLearning (Rdg/Math)	eLearning (Rdg/Math)	eLearning (Rdg/Math)	Waiver Day

May 18	Waiver Day	eLearning (Review)	eLearning (Review)		
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\*Special Area Teachers will send one primary activity and one intermediate activity out at the beginning of each week.

\*Science and Social Studies will be provided as extension activities

### **Dual Credits Classes**

Expectations for these classes in terms of attendance and grades reflect what your syllabus presented when your classes started. Modifications can only be made by the schools not by NWS staff or extended learning guidelines from the IDOE.

### **AP Courses and AP Exams**

The College Board has started free AP review classes delivered by some of the top AP teachers in the country accessible on demand starting March 25, 2020. These are accessible on demand starting March 25, 2020. These are supplemental, optional, mobile-friendly, and accessible classes. They focus on the review and practice of the content and skills from the first 75 percent of each course. If desired, there are also supplementary lessons on the last 25 percent of the course not included in the abbreviated online exams being developed.

Traditional face-to-face exams will be replaced with a 45-minute online free-response exam at home. There will be two different testing dates for each AP subject allowing students a choice of when they want to take the exam. These exams will cover the first three fourths of the course content reflecting the end of in-person instruction due to the closure of most schools in mid March. Click here for the latest information from the AP Program. The College Board is aware that not all students have access to a mobile device or internet connectivity. Please click here to indicate student needs for mobile tools and connectivity. AP teachers will notify their students of exam times and online review sessions and resources.

### **Attendance**

All students will be counted present on our extended learning days. If the teaching staff cannot connect with a student based on activities or assignments, they will reach out to the student or family to ensure they received the activity or assignment. A Google Sheet or documentation will be shared to track information regarding students whom teachers are unable to contact. Teachers are expected to use email, ParentSquare, and phone calls to reach out to students that don't participate.

### **Grading**

Grading practices should never be punitive in nature. A best practice would be to not let a grade be lowered during continuous remote learning. Consider the following best practices for continuous remote learning:

- Consider competency based grading rather than assigning percentages and grading everything for right and wrong

- Encourage the development of rubrics to grade the body of work rather than many individual assignments
- Consider alternative ways students can demonstrate their learning
- Give meaningful feedback on progress once or twice a week
- Concentrate on meaningful feedback, where students are in their learning and where they can improve

### **Technology Device Support**

As we start to connect with students virtually we know that you may have technology issues from time to time. If you have any problems please email or ParentSquare us and we will be happy to assist you.

Contact Information: Mitch Lawson [mlawson@nws.k12.in.us](mailto:mlawson@nws.k12.in.us) and Justin Orrill [jorrill@nws.k12.in.us](mailto:jorrill@nws.k12.in.us).

School Website address link: [www.nws.k12.in.us](http://www.nws.k12.in.us)

[IXL](https://www.ixl.com/signin/neasternes) <https://www.ixl.com/signin/neasternes>

[Canvas](https://nws.instructure.com) <https://nws.instructure.com>

### **WIFI Available**

Free wifi will be available in the NHS staff parking lot (between High School and NWS Learning Lab Pod). Students and parents can park in the lot and use WIFI for student assignments, activities, and to obtain information. HS and MS students will be able to connect to their devices automatically as if they were in the building. The other access is NWS open. There is no user name or password, the hotspots will be on 24 hours a day. Please practice social distancing while visiting the parking lot.

### **Communication between home and school**

ParentSquare will be the main method of communication between school and home. If you have your settings set to digest, you may want to cater the settings specifically to your child's grade level, school, etc. Teachers and staff will check ParentSquare, email, and voicemail daily Monday-Friday.

### **Kindergarten Round-up and Preschool Registration**

We are holding these events virtual at this point. Several posts and emails have gone out all ready. If you have a kindergartener starting in the fall or are interested in preschool for students ages three or four please contact Vanessa Curtis [vcurtis@nws.k12.in.us](mailto:vcurtis@nws.k12.in.us).

### **Prom and Graduation Commencement**

We know that these two events are generating a lot of questions. Obviously, we are not able to have prom on our originally scheduled date. We are committed to doing all we can to hold these events, even if it means doing them late into the summer. We will send updates regarding both of these events as soon as we know more.

### **Graduation Requirements**

Students on track to graduate will be able to do so according to the Governor's order. They must have completed or been on track to complete the required diploma track they were all ready working towards. Please check with the high school staff for specific information regarding your senior.

### **Special Education Students**

Students who need accommodations will receive directions from their Special Education teacher on apps or assistive technology to ensure this is provided. Special education teachers will be progress monitoring students learning through periodic checks of assignments and activities. Student goals will be in progress or met during this extended learning time. Virtual social skills groups can be set up to help students with behavior goals.

### **Field trips**

Washington DC-The May trip has been cancelled. We are working to reschedule in July or over fall break. If those dates don't work, we will cancel and not reschedule.

NYC-We are still working with Sun Tours to see summer trip options.

Europe- At this time, there are no updates for the Europe trip. Presently, this trip still stands as currently booked. Updates, if any, will be made at the end of April.

### **Personal Items Left at School**

We are working on a plan for students to get any personal items they may have left at school. Building principals will send information about this in the near future.

### **iPad pick up procedure**

At the conclusion of our 20 day extended learning window, we will need iPads returned due to many students getting new iPads at the start of next school year. A schedule will be developed at a later date for pick-up or drop-off options.

### **Summer School**

Unless we get guidance that contradicts this we are planning to move forward with regular summer school programs such as band, SAE, Edgenuity, and elementary enrichment/remediation. As things progress, we will send more information about summer school.

### **Food Distribution**

The cafeteria will continue to distribute meal packs. The following dates and times are as follows:

Tuesday, April 14th from 3:00-6:00

Tuesday, April 28th from 3:00-6:00

Tuesday, May 12th from 3:00-6:00

If we have delivered food to you in the past, we plan to continue to do so until you tell us to stop. Families who are unable to pick up meals can reply to this email to get added to our delivery list.

Friday Food Pantry-This service will continue every Friday until Summer as long as supplies last. If you would like to make a donation to the food pantry, please contact your student's principal. Heavily requested items include: Spaghetti sauce, jelly, peanut butter, canned tuna, tuna helper, ramen noodles, granola bars, macaroni & cheese, crackers, cereal, canned fruit, and canned vegetables. Monetary donations are being accepted as well.

### **And One Favor**

During this time of uncertainty, we know that anxiety levels are high. We promise that we will try to err on the side of over-communication. We will do our best to keep you as informed as possible. Please contact your child's teacher(s), a principal, or a counselor, if you have questions or concerns. We promise we will do our best to help you. Because this is a very complex situation and seems to change every day, we know there will be problems that arise. Reaching out directly to a school person instead of your social media community is a MUCH more effective way to have issues resolved. Our experience has shown us that Facebook is not a great place for problems to be solved. If there is anything we can do, you can reach out to the NWS staff.

Sincerely,  
Dr. Blessing and Staff