

March 27, 2020

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Dear North Shore School District 112 Families,

We have been working on a multi-step plan to move from an in-person school system to a remote learning school system. Due to the extended school closure related to the COVID-19 pandemic outbreak, we have the opportunity and challenge of supporting a transition to new ways of learning and teaching. North Shore School District 112 administrators and staff have been working around the clock (virtually) on planning methods to deliver remote instruction to all of our PK-8 students. Our motto is Inspire...Innovate...Engage - that is on full display right now!

As a recap, Dr. Lubelfeld closed the schools 3/13-4/13 in an announcement following the Board meeting on March 12th. Prior to this time, our district did not have an approved e-Learning Plan. The Board approved an e-Learning Plan on March 17. The original intention of the Illinois e-Learning plan was for five emergency days of non-consecutive teaching.

With this letter, we're sharing details of our e-Learning instructional plan. **Starting Monday, March 30th**, students in 1st-8th grades should continue working on self-paced online courses from [Educere](#). Kindergarten students should continue working on self-paced courses in [Imagine Learning](#). The following is the estimated screen time:

- Kindergarten -- 30 minutes math and 30 minutes literacy (1 hour)
- 1st Grade -- 15 minutes per course, per day (1 hour)
- 2nd and 3rd Grade -- 20 minutes per course, per day (80 minutes)

- 4th and 5th Grade -- 25 minutes per course, per day (100 minutes)
- 6th, 7th, and 8th Grade -- 30 minutes per course, per day (2.5 hours)

K-5 students in the Dual Language Program may spend an additional 15-30 minutes per day in Imagine Español.

Although the self-paced courses on the Educere platform do not necessarily follow the same scope and sequence of our courses, it's a great review and remote learning tool and we encourage exploration and usage. We encourage students to keep their cognitive skills sharp and spend time on self-paced learning next week while our teachers engage in training courses preparing them for our e-Learning approach.

Students can log into Imagine Learning and Educere anytime through the [Clever](#) portal. Additionally, [this](#) document has a variety of digital resources for families to use and can be accessed through a student's Clever portal, through free sign-up, or through the Highland Park Public Library's page.

Students in preschool should work thirty minutes each day on the packets that were distributed before the break, read with a family member, and engage in recommended activities. In addition, we are working on a shipment to all preschool families who will be receiving 'book packs' from Scholastic. These packs will be sent directly to the homes of students. All students will receive five books in English. Students in Dual Language will also receive books in Spanish. Each 'book pack' includes activity sheets to supplement the story.

NSSD112 teachers are going to engage in a variety of professional development sessions next week, March 30-April 3. Sessions will include training on Zoom, Otus, and Seesaw. Our teachers are going to be collaborating remotely to plan e-Learning. On Monday, April 6th, teachers will provide a brief introduction of the e-Learning experience via Zoom with their students. Starting no later than Tuesday, April 7, NSSD112 teachers will begin to deliver lessons and content to students PreK-8 using the new e-Learning plan. ***We will update you as quickly as possible if changes occur.***

Summary of e-Learning Timelines		
March 30-April 3	PreK - 8	Teachers reach out for social-emotional ZOOM check-in to all students
April 6	K - 8	Teachers provide e-Learning overview to students via ZOOM
April 7-return to school date TBD	K - 8	e-Learning lessons and content begin through Otus

Following are some questions and answers:

When and how will my student receive lessons from teachers?

K-8 teachers will post lessons in [Otus](#) by 8 pm the night before. At the K-5 level, students will access through their “homeroom” class.

PreK teachers will use Seesaw, Zoom or Google Hangouts for instruction. Please watch for communication from your child's teacher that includes the code that you will need to add this portion of Seesaw. At this time, Early Childhood will not be using the OTUS platform.

The following is a list of district-approved remote instructional delivery methods:

- Otus (learning management and content delivery system)
- ZOOM! (web-based conference tool)
- Email
- Phone
- Google Hangout
- Seesaw

For assistance with technology please email support@nssd112.org.

Other resources you might find helpful:

- Getting Started with [Otus for students](#) (written) or [Otus for students](#) (video)
- Educere Support: email PLCTeam@educere.net or call Educere (215-283-0380)

What if my student(s) have questions about the assignments? Who do we contact?

You may contact your child's teacher via email if you have questions about assignments or using the [Otus platform](#). Teachers will be available for timely responses to questions, to clarify assignments, and for general check-ins **Monday through Thursday from 9:00 am-10:00 am and 1:00 pm-2:00 pm**. Teachers may be contacted outside of these times, but the response time may vary. On Fridays, teachers have a brief Zoom check-in with their classes, and then spend the rest of the day collaborating with teams, and therefore unavailable for immediate responses.

How will accommodations and modifications be provided to my student(s) who are served by Special Education and Section 504 Plans?

Our district is working to ensure that students receive FAPE (Free and Appropriate Education). Teachers continue to provide accommodations for students to the greatest extent possible by checking with students frequently, shortening assignments, breaking assignments into "chunks" and other strategies. Case managers and special education teachers will be working with teachers to provide needed accommodations/modifications. Meetings will be scheduled remotely as needed.

Why aren't you starting Teacher led e-Learning on March 30?

We are planning as if we don't return in person for two months, or more, and we would rather get the design right with an inconvenient week of self-guided learning than rush into a poor design that cannot be sustained. We thank you for your understanding.

How will we return completed assignments to teachers?

This will vary from teacher to teacher. Teachers will share with students how they want the assignments submitted. NSSD112 teachers will be flexible with timelines and grading during extended closures. Please remember that this is all new for all of us!

With regards and appreciation,

Kevin

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