



Glendale Unified School District Student and Parent/Guardian Expectations for Remote Learning

Dear Glendale Unified Parents and Guardians:

Thank you for partnering with us to implement remote learning while our schools are closed due to the COVID-19 health crisis. We hope this information helps everyone to better understand our remote learning protocol and how it will support each student's continuity of learning throughout the coming weeks.

Glendale Unified administrators, teachers, and staff have been hard at work preparing remote learning and enrichment activities that will begin this week. Teachers have participated in webinars, reviewed online and paper/pencil resources, and worked with their grade level and department teams to create meaningful experiences for our students.

Chromebooks have been distributed to students who need a device to connect to online materials at home. Distribution of Chromebooks will continue on **Monday, March 30, 8:00-11:00 a.m.** at Hoover HS, Roosevelt MS, Wilson MS, and Rosemont MS for any student who needs a device. For technical assistance that the teacher is not able to resolve, please contact Glendale Unified Technical Support at 818-478-2664.

What is Remote Learning?

Remote learning allows students to have instructional continuity of grade level learning via online means. Remote learning is NOT intended as a replica of the traditional in-person classroom experience. Teachers provide lessons, activities, resources, and support via Google Classroom or other remote platforms or programs, combined with use of other online curriculum tools and a variety of video resources. Students participate in learning by engaging with the resources provided by their teacher. Students may practice their learning in a paper/pencil manner or in an electronic manner and teachers will review the students' electronic work, provide weekly feedback, and determine individual and class progress to plan the next phase of their class instruction.

Remote Learning for Students with Special Needs

Remote learning protocols have been developed for ALL students including our students with special needs. Because students' unique learning needs may require additional support and services, parents/guardians of students with special needs should expect to receive additional communication from their child's service team. Service providers and special education teachers are working to ensure we can provide appropriate remote learning lessons, activities, and instructional services for each student. If you have questions about special education services, please call 818-471-4981.

Remote Learning Expectations for All Students

- Teachers will send each student and parent/guardian information on how to access the remote learning resources they have set up by Monday, March 30
- Students complete teacher assigned lessons in their Google Classroom or other remote platform or program each day. Teachers are aware of the following constraints that many students may face as they engage in Remote Learning:
 - Students may have limited access to the internet
 - Students should participate in both computer and non-computer based activities
 - Students need regular breaks and should be encouraged to be physically active during the day

- Lessons and activities will be age-appropriate
- Parents/guardians should contact their child's teacher(s) directly by email with any questions

Daily Remote Learning Schedule Expectations

- **Remote Learning begins on March 30, 2020 and lasts through at least May 5, 2020**
- Please remember to provide breaks for your children during their lesson and activity time that encourages them to focus on something other than a device

Support for Students and Parents/Guardians while Remote Learning

- Slide Show for how to access Google Classroom:
 - [English](#)
 - [Armenian](#)
 - [Korean](#)
 - [Spanish](#)
- Teachers will be available to support students and parents/guardians with questions and concerns via email. Some teachers may also use the messaging features in Google Classroom or BlackBoard.
- Teachers will check in with students a minimum of three times per week regarding lessons, instructional materials, or concerns.
- Students may send messages to teacher/s, as directed by the teacher/s, to ask questions and respond to assignments. Teachers will do their best to respond to student messages within 48 hours.
- Parents/guardians may send messages to their child(ren)'s teacher(s) to ask questions or provide comments. Please understand that teachers will be preparing lessons and activities (i.e., videos, online assignments, etc.) during the day and they will do their best to respond to messages within 48 hours.

Site Principal Communication and Support

- Principals will communicate weekly with parents/guardians to provide updates and information
- Principals can be contacted via email and will be checking the school's voicemail throughout the week.

Materials Used for Remote Learning

Teachers will use a variety of instructional materials from our district-adopted core resources. Students should be familiar with the programs, textbooks, and platforms available to them through remote learning lessons. Some of these programs and platforms include:

- Google Classroom
- Clever Portal - this contains a variety of online platforms that students use regularly when they attend their traditional classroom setting: clever.gusd.net
 - English Language Arts (ELA): Benchmark (K-5) and SpringBoard 6-12
 - Math: Pearson enVision (grades K-8), HMH or CPM for Integrated Math
 - Various other programs such as Mystery Science and i-Ready can be accessed through the Clever portal

Guidelines for Appropriate Behavior during live, webinar based instruction or communications

Teachers may use Zoom, Google Meet or Hangouts to provide live online instruction. Please [read and review these guidelines](#) with everyone in the household. Students do not need a Zoom account to join a Zoom meeting. They can go to zoom.us/join and enter the meeting code provided by the teacher.

Grading During Remote Learning

- The California Department of Education is drafting language to guide districts regarding grading. More information will be provided as it becomes available

- Teachers will provide feedback and monitor student progress to determine the next phase of assignments for individual students and the class as a whole. Teachers will be looking for evidence of student learning to determine how students are progressing in each course.

Visit <http://www.gusd.net/RemoteLearning> for updated information and additional learning resources.

Thank you for your collaboration, flexibility and kindness during this unique experience.

Excelling Together,

A handwritten signature in black ink that reads "Vivian Ekchian". The signature is written in a cursive, flowing style.

Dr. Vivian Ekchian
Superintendent, Glendale Unified School District