



## **Certificated Guideline for Transitioning to At-Home Instruction**

Hello everyone.

We hope everyone is healthy and holding up well. Life in the "Stay at Home" era can get pretty stale. We all miss our normal routines and jobs.

However, we as public school employees are fortunate we have jobs during this crisis. Many of our HSD families aren't as lucky. This isn't to say that we have stability. We are all trying to figure out how to shift to an at-home learning model.

On Tuesday, we shared a video with your principals about adapting in a context of major change. In it, the speaker recommended that we not get hung up on *what* we do, but instead on *why* we do it. Next week, teachers and students will be teaching and learning in a different world. So, following his advice, if we focus on our responsibility to educate students then the other questions: "What? How? When?" will get answered by all of us in due time.

We know there is a strong interest in getting a better picture of what on-the-job expectations will like when school resumes next week (and you won't actually be on the job ... because you will be working from home!) Please understand that this picture will likely develop slowly over the coming weeks. Please also understand that we are trying to give you enough information to go on. So, this is a LONG email!

## **A Fuzzy Picture of What is Expected of All HSD Teachers Next Week**

Here are some guidelines:

- District-wide instruction schedule starts Wednesday, 4/8. On this day, begin home outreach and provide learning activities for your students. (Your principal will provide you with a schedule and more information at your Wed. morning staff meeting.)
- Principals will be setting the stage for online learning with students and parents on Monday 4/6 and Tuesday 4/7. Just as this email is an attempt to mentally prepare you for next week, we are trying to prepare our students and teachers for this transition as well. A successful at-home model requires everyone to row together.
- There are questions if instruction should be over new content or prior learning until Friday, 4/24. That will depend on your teaching assignment (e.g., Senior teachers) as well as your professional judgment. Feel free to re-teach. Feel free to move forward. But instruction of, and interaction with, students begins Wednesday.
- Do not feel like you need to create technical masterpieces. Online instruction might involve email. It might involve directing students to access online or hard copy resources. It might be a full-fledged Zoom lesson. It is up to you. Know that your

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principals and the At-Home Instruction Team will do our best to provide advice and support along the way.

- Your daily schedule will vary and it will change in the weeks ahead, but here are some general guidelines:

Follow your normal building start and end times

Count on the average day including:

- 1 to 2 hours instruction and related activities
- 1 to 2 hours on professional learning (Examples: Trainings re: Google, Schoology, Safe Schools, Zoom Seminars...)
- 2 hours designated as office hours for access by students and parents
- 2 hours planning/collaboration

- Please check your email in the morning, mid-day, and the evening.
- Walk the personal-professional tightrope! Do we want to maintain the face-to-face, person-to-person magic of a classroom? Yes. Do we want you to be careful with boundaries? Yes. Is that clear?! No.(-: Here is an example: If you elect to use Zoom:
  - Establish [expectations](#) with students, just as you did in your classroom.
  - Your attire should be school appropriate.
  - Think about your background. Try to provide a nice, plain background. Your students do not need to see your personal life (e.g., bedroom, artwork, family life..)

## Why At-Home Teaching & Learning?

### Our state expects it

Prior to Spring Break, OSPI Superintendent Chris Reykdal's clarified the need, limitations, and timeline relating to online instruction:

***Although schools are closed and are not providing traditional in-person instruction, education must continue.*** Further guidance will be grounded in compassion, communication, and common sense; rather than the traditional compliance measures we are all familiar with in our education community. Our schools are the backbone of our democracy and the structures, routines, and ongoing learning opportunities will create calm connections our families need at this critical time in our state...

*(w)e should avoid assuming that continuity of education outside of a typical school building can only occur through online means. Districts will provide instruction using printed learning materials, phone contact, email, technology-based virtual instruction, or a combination to meet student needs.*

*While most Washington school districts have already begun engaging students and families in learning, the Office of Superintendent of Public Instruction (OSPI) expects educational services for all students will begin by Monday, March 30.*

### Our students need it

By the time you reconnect with your students, they will have been away from structured learning for three weeks. They might be a little out of practice. They need you. School is a huge part of

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their world and their world has been disrupted. In the weeks ahead, they will also need some inspiration. Again, you are the content and instructional experts. But we encourage you to use drill-and-kill activities sparingly or to disguise them within projects that excite students. Think of Mr. Holland:



“You can cut (the arts...[but fill-in with **experiential learning, opportunities for research, creative thinking,** and **inspiration**]). Sooner or later, these kids won’t have anything to read or write about.” We have included an article that we think speaks to the importance of keeping the spark of teacher-student dynamic alive in an online educational setting:

### [3 Tips for Humanizing Digital Pedagogy](#)

#### **Our students need YOU**

Research shows it and we have all experienced it as students: The teacher is the X-Factor. Just as you make all the difference directly with students in the classroom, you can continue to impact your students remotely. You have built relationships, established routines, and imparted skills and knowledge. Starting Wednesday, we will do our best to pick up where we left off.

Remember that we are all in this together. Expect more details and support next week.

Steve and Colleen

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