

March 26, 2020

Dear OASD Elementary Families-

On behalf of the entire OASD staff, thank you for your support over the past week. We are especially appreciative of your patience as our District shifts to virtual learning for all students. As the closure of our District's schools extends into April, this letter intends to clarify critical questions that have arisen after the first few days of virtual learning for our students, teachers, and families.

**The OASD communicated late last week that Mondays would serve as teacher planning and collaboration days, beginning March 30, 2020. What does this mean for my child(ren)'s virtual learning?**

- Teachers will not be directing or assigning any virtual learning on Mondays, beginning March 30, through the duration of this extended school closure. Students will not be expected to participate in virtual learning on Mondays unless previously scheduled with a teacher as part of their Individualized Education Plan (IEP).
- Teachers are going to use Mondays to streamline communication to families, develop virtual lessons for the week, provide feedback to students, plan for virtual class meetings, and communicate via email to answer questions.

**Are all students (PreK-4) expected to move to full virtual learning as the District's closure extends beyond five days?**

- Yes. Beginning Thursday, April 2, all Pre-K-4 instructional learning objectives and tasks will shift entirely online
- Teachers may still assign tasks that require students to use basic school supplies (paper, pencil, colors, etc.). If a student needs these supplies, please email their classroom teacher directly.

**What types of devices will be necessary at the elementary level?**

- 4K-1st grade students can be successful using a tablet or smartphone.
- 2nd through 4th-grade students will need access to a Chromebook or laptop to support virtual learning

**My child(ren) is in Pre-K-3rd grade and doesn't have access to a device, or we have several people sharing a device. How do we support Virtual Learning?**

- If families are finding it challenging to support the virtual needs of their child(ren), we ask them to:
  - Please call 262-560-2126 or email [helpdesk@oasd.org](mailto:helpdesk@oasd.org)
- The District Technology Services Department is working with families to assign District devices and Wi-Fi Hotspots where necessary

**There is a lot of communication coming through email. How do we know where to look to support our child(ren)'s learning?**

- Families should continue to look for two communications daily to support their elementary child(ren)
  - The building principal will be sending daily communication, providing an overview of the learning and important announcements for the day from all grade-levels and/or specials teachers
  - Classroom teachers will continue to communicate daily learning objectives and/or tasks via the preferred electronic mode of classroom communication (i.e., SeeSaw, Google Classroom)

-MORE-

**How much time should students be spending engaged in virtual learning tasks each day?**

- We recognize this question has caused general frustration in many households over the first few days of virtual learning. As a general guide, OASD has utilized the following virtual learning recommendations, as stated by the Wisconsin Department of Public Instruction.
- If you feel your child is engaged in far more or less time than what is recommended, please reach out directly to their classroom teacher. We recognize every student has unique challenges, as it pertains to learning at home.

Grade Level	Time spent working on assigned tasks daily
4K through 1st	<b>1.0 - 2.0 hours</b> total for all subject areas This timeframe includes independent reading/writing as directed by the teacher
2nd and 3rd	<b>1.5 - 2.5 hours</b> total for all subject areas This timeframe includes independent reading/writing as directed by the teacher
4th	<b>2.0 - 3.0 hours</b> total for all subject areas This timeframe includes independent reading/writing as directed by the teacher

**We need to access our child’s teacher for immediate support. What is the best method?**

- Teachers are expected to maintain regular school hours during our Tuesday through Friday Virtual Learning days
- Teachers will continue to do their best to respond within a 24-hour window to all student or family questions
- Teachers will or have shared their requested form of communication to support student or family questions during the school day
- If a family needs immediate support and has not received a response from a teacher within 24 hours, we ask they contact the building principal for guidance

**What about my child who requires special education services?**

- Instructional staff who provide services to our students with disabilities will make every effort to deliver the support indicated in each student’s IEP utilizing the platforms available. Staff will be communicating with families regarding their child’s IEP services during any sustained school closure. When services return to the classroom setting, IEP teams can meet to determine if additional services are needed.

**How will my child receive individual feedback during this extended school closure?**

- Teachers will be work on scheduling 1-2 individual student/family conferences during April to check-in and provide individual feedback
- Principals and teachers will be working together in early April to create a framework and schedule. Classroom teachers will communicate this schedule in early April
- Teachers will also be providing feedback to individual students through SeeSaw or Google Classroom

-MORE-

*Declaracion de Traducccion: Estamos trabajando diligentemente para traducir nuestros documentos al español. Por favor comuníquese con la escuela de su hijo para aclaración. Si todavía necesitas aclaración, por favor comuníquese con Martita Mirsberger al (262) 560-8306 ext 8343.*

*Nondiscrimination: The Oconomowoc Area School District provides assurance that no student is discriminated against because of the student's sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.*

**What learning is required, and what learning is optional during this extended school closure?**

- OASD, like many WI School Districts, is prescribing that our teachers focus on the essentials during this time
  - Students will receive daily Literacy and Math tasks from their classroom or grade-level teachers
  - Students will receive a weekly science/and or social studies lesson/activity
  - Students will receive optional “specials” activities (Phy Ed., Music, Art, STEM) each day. The “specials” teachers will work together to send out **one** “specials” activity per day, per grade-level, so that students can participate. While we all value these content areas for our students, we are directing these to be optional to alleviate the additional pressure our families face to complete tasks with their students.
  - Teachers will be working in early April to create weekly whole-class “virtual meetings” so that students can use virtual learning together. These meetings will be directed by teachers and will be optional, depending on the student/family schedule.

**Please continue to refer to the District website ([www.oasd.org/VirtualLearning](http://www.oasd.org/VirtualLearning)) for frequent updates, as our District determines our next steps in response to federal, state, and local guidelines regarding COVID-19.**

Sincerely,



John Flannery  
OASD Director of Curriculum and Instruction