



**LPS**  
LINWOOD PUBLIC SCHOOLS

Brian M. Pruitt, Superintendent

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May 4, 2020

Re: District Updates

Dear Linwood Schools' Families-

As we begin a new month and with the information regarding the extension of the school closure from Governor Murphy for the remainder of the school year, we would like to take some time to thank you for all of your support. Together, we continue to evolve through this process in order to best meet the needs of our students both socially and academically. With our guidance and your continued support from home, we'll work to make the most of the situation. We are Linwood! Again, we appreciate all of your hard work at home. While in our school buildings, students made us proud each and every day. We are not surprised that our students continue to make us proud virtually!

Staying connected is important throughout this time, and we will continue to connect with your children. At this time more than ever it is important to reach out if your student needs support with the workload. Likewise, if your child would benefit from extended activities please contact your teacher. We have transitioned from remote learning packets, to digital delivery, and established an online learning program to meet the varied needs of students while recognizing the art of teaching. Our staff is choosing digital tools and delivery that that work for your children which includes video instruction and opportunities to meet virtually. It's an impressive and collective accomplishment. So thank you to our students, our families, and our staff!

Our District has moved ahead and staff is delivering new content and instruction. This will continue as part of our online delivery method. At the beginning of our remote learning journey, we outlined recommended minutes for your students to be working at home. As our teachers are now delivering instruction of new skills and topics, please continue to keep those minutes in mind. The new material may take students longer than the review material; however, we still encourage you to remain cognizant of the time students are spending on their work and in front of their screens. If there are specific questions about assignments or work, please contact your child's teachers. We may not be physically together, but our staff is there for your children.

As we continue to evolve, our teachers are working to engage with new online tools and platforms. They are participating in professional development sessions in order to offer fresh ways for learning, differentiation, and student interaction. As our staff works to focus on what to provide our students with now, they are still keeping an eye on what we will need to provide in the future. The staff is meeting weekly to discuss online instruction, student needs, and resources. Our staff is identifying key concepts and skills to be covered throughout the remainder of the year while also collaborating across grade levels to begin to consider skills students will need for next year. This ongoing collaborative effort between our staff and administration to identify power standards will support learning goals and foundational skills for the remainder of this year and the beginning of next.

Evolving throughout this process, we have updated our schedule at both Seaview and Belhaven to provide structured flexibility for students. At Seaview, Flexible Fridays have been implemented. It is a day that we are encouraging our students to catch up on work from the week, complete a Related Arts activity, check your child's Google Classrooms for some Science and Social Studies activities, or complete some enrichment work posted online. At Belhaven, we have instituted a similar change. On Fridays, students can catch up on work, reach out for extra help and support, work on extension activities posted in the classroom, or complete Related Arts assignments. This schedule allows for staff to meet the individual needs of students and offer the opportunity to children to extend their learning.

As part of the extension of learning, Seaview Clubs and Belhaven Clubs and Street Teams are meeting virtually as well! These clubs and activities provide an important piece of our school connectedness. Make sure your student is receiving

information from any of the clubs in which they are involved. If they are not, just reach out to the teacher or to Mrs. Care or Dr. Luff for information. Keep in mind that the Seaview Sprouts Garden Club is going virtual and open to all students at Seaview. If you want to check it out, email Mrs. Mac or Mrs. Horner. Keep those pictures and photos of activities coming in as we love adding that to our morning announcements.

Now that schools are mandated to remain closed through the end of this year, we are aware that materials and items may be at school that your child left. We had a successful supply pick-up at Seaview last week, but we are awaiting some further guidance from the state to organize a successful pick-up for students at Belhaven as well. We will certainly be in touch about this process.

Thank you again to everyone! As part of this letter, we have included some information about online learning responsibilities and expectations. It is important to note that one of the keys to our success at this time is the structured flexibility our schools and staff are providing. It is our goal to create an environment that supports your children's learning and offers a clear path to establish as normal of a routine for the children as we can while also providing flexibility for students, families, and households of varying need. Be sure to reference the information that is available on our [Linwood Public Schools Website](#) that provides links to the correspondence that has been sent to families as well as [Online Resources](#) for parents.

We certainly miss all of you – students and families. Remember, now more than ever, to keep those Fins and Wings moving. We are in this together, and we will Make It Work!

Sincerely-

A handwritten signature in blue ink, appearing to read 'Brian M. Pruitt', with a stylized flourish at the end.

Brian M. Pruitt  
Superintendent of Schools



Online Learning Responsibilities and Expectations	
District Responsibilities	<ul style="list-style-type: none"><li>● Develop remote learning plans in coordination with information provided through the NJ DOE, ACOE, and local administration</li><li>● Use staff member, student, other stakeholder feedback when developing plans</li><li>● Support schools in implementing and planning for remote learning</li><li>● Support schools by identifying resources that may be needed</li></ul>
School Responsibilities	<ul style="list-style-type: none"><li>● Implement remote learning plans</li><li>● Communicate regularly with all</li><li>● Coordinate with District administration for needs, supports, updates</li><li>● Work with teachers, staff, students, and families to identify resources (academic, professional, health, social, etc.)</li></ul>
Teacher and Staff Responsibilities	<ul style="list-style-type: none"><li>● Minimum of two (2) instructional videos per week*</li><li>● Weekly opportunities for students to meet virtually with their teacher (Google Meet sessions)**</li><li>● Provide opportunities for contact with students via email throughout your normal workday and respond to student needs as necessary</li><li>● Coordinate with grade level teams to determine a schedule that reduces conflicts</li><li>● Email must be checked at least twice daily - once in the morning and once in the afternoon (Recommend 9:30-10:30 and again from 1:30-2:30)</li><li>● Check-in on students throughout the school closure/remote learning</li><li>● Keep in mind video conferencing best practices</li><li>● Provide at-home instructional content. Please refer to grade level workload minutes issued previously</li></ul>
Student Responsibilities	<ul style="list-style-type: none"><li>● Complete and review your work by the due date</li><li>● Communicate with your teachers and ask clarifying questions if there is something you need support with</li><li>● Be respectful of yourself, teachers, and peers</li></ul>
Parent/Guardian/ Caregiver Responsibilities	<ul style="list-style-type: none"><li>● Talk with and support your child with their work as needed</li><li>● Encourage your child to get enough sleep</li><li>● Set sensible time limits for work and technology use</li><li>● Assist your child with communicating with his/her teacher if necessary</li><li>● Help students establish and follow regular daily routines</li></ul>

\*The instructional videos may include but are not limited to the following: Powerpoint with voice over, Screencastify, Loom, Khan Academy, online textbook videos, pre-recorded videos of individual lessons, Remind, Class DOJO, etc.

\*\*Offered opportunities to meet - We must provide structured flexibility for students and realize that not all students will/can meet during these scheduled times. Students will not be held accountable for their attendance at these live meetings. Virtual meetings via Google Meet may include but are not limited to the following: check-in on students, morning meetings, small group sessions, answer questions, provide clarity, give feedback, or address other topics. Google Meet sessions may vary in delivery based on the age of the students and the content area involved.

This online learning plan includes synchronous and asynchronous opportunities, based on researched recommendations, remote learning best practices, Strategic Planning input, and input from national and statewide resources. This entire event is unpredictable and uncontrollable. That is why it requires structured flexibility. The structure refers to *What to Do*; the flexibility refers to *When to Do It*.