HERITAGE SCHOOL

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April 10th, 2020

Greetings Heritage Families,

I hope that you are staying safe and healthy during this time! I know that I can speak for our entire staff when I say that we miss seeing your children everyday. This has been quite an adjustment, but I know that we will get through it together!

Since the governor's order to close in-person school for the remainder of the school year, we have been working extensively on a plan to meet the needs of all of our students. We believe that we have a plan to give our students the best possible learning opportunities given our circumstances.

Please keep in mind that as we move to approach the education of our kids from a distance, there will be a large learning curve! Teachers, students, and parents are all trying to figure things out together. It will take time, but we will be successful if we come together as a team. I ask that we all give ourselves and each other patience and grace as we navigate through this new approach.

First, an essential piece of this approach is **regular, two-way communication with your child's teacher(s).** I can't emphasize this enough. Teachers will be reaching out to you in a variety of ways - email, phone, or other communication platforms that they have used within their classrooms. Please make sure you respond to this communication at least weekly, even if it's a quick word letting them know that you are doing well.

Next, teachers will be reaching out to you early next week (or sooner) to determine your access to our online Google Classrooms. For those who are not able to access materials, we will be providing paper packets that align with the online learning. There will be three weeks worth of material in each packet, and we will distribute 2 different packets throughout the rest of the school year. Along with the packets, teachers will be reaching out to those families twice weekly to support those students, since they will not be able to meet with them virtually (online).

Please let your child's teacher know if you need a paper packet due to lack of online access, and we will set a distribution date and time. You can also let them know if you need any other supplies.

Next week teachers will also explain their weekly schedule and give you an outline of what to expect from now until the end of the school year. They will set up a virtual meeting with families as well as send this information out in email form.

Distance learning looks much different than time spent in the classroom. On the next page you will see recommended minutes of learning per day by grade level and a sample schedule. Please note - there are two different models - one for K-5 and one for 6-8, since Heritage serves students in grades 3-6.

Grades Pre-K-5 Learning Time per Day

Grade Level	Minimum	Maximum	Recommended Length of Sustained Attention	Daily learning time can include:
Pre-K	20 minutes per day	60 minutes per day	3-5 minutes	Early Literacy Early Numeracy Imaginative play Creative arts music and movement Outdoor exploration Exercise Fine/gross motor activities
Kdg	30 minutes per day	90 minutes per day	3-5 minutes	Reading, Writing, Math Science or Social Studies Content Online work Handouts or other learning activities Outdoor Play/Exercise, Art, Music, Social-Emotional Learning, Career Exploration
1-2	45 minutes per day	90 minutes per day	5-10 minutes	
3-5	60 minutes per day	120 minutes per day	10-15 minutes	

**Class is defined as a combination of instruction and worktime either with tech or without.*

References for time allocations came from Illinois and Kansas Plan

"Kids and Teachers Don't Need to be Spending Eight Hours a Day on Schoolwork Right Now", H. Hudson, 2020

Examples of Daily Elementary Schedule

ELEMENTARY Maximum online instructional minutes represented Additional time may be assigned for "off line" work for ELA, math, science or social studies, not to exceed 15 minutes. Independent reading expectations and enrichment options are allowed beyond the 30 minutes of instruction.				
Monday	**Tuesday**	**Wednesday**	**Thursday**	**Friday**
15-30 min. ELA 15-30 min. Math 15 min. Project	15-30 min. ELA 15-30 min. Math 15 min. Science or Social Studies	15-30 min. ELA 15-30 min. Math 15 min. Specials (PE, Tech, Music, etc.)	15-30 min. ELA 15-30 min. Math 15 min. Science or Social Studies	15-30 min. ELA 15-30 min. Math 15 min. Project

Grades 6-8 Recommended Learning Time per Day and Sample Schedule

Grade Level	Minimum	Maximum	Recommended Length of Sustained Attention
6-8	Class: 15 minutes/day Total: 90 minutes/day	Class: 30 minutes/day Total: 180 minutes/day	1 subject area or class

**Class is defined as a combination of instruction and worktime either with technology or without.*

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Middle School (sample schedule)				
Monday	Tuesday	Wednesday	Thursday	Friday
30 min Math 30 min ELA 30 min Elective	30 min SS 30 min Science 30 min Elective	30 min Math 30 min ELA 30 min Elective	30 min SS 30 min Science 30 min Elective	30 min Office Hours 30 min Office Hours 30 min Elective

Next week, teachers will be immersed in planning and Professional Development on Monday and Tuesday, April 13th and 14th in preparation to implement this plan beginning Wednesday, April 15th.

We also want to support our students and families in terms of social/emotional health. If you are struggling in these areas or need support, please do not hesitate to reach out to school staff: your child's teacher, our school counselor - Ms. Kinsella, or me.

We look forward to growing together through this experience! We know there will be obstacles and challenges, but with each of those brings great opportunity for new learning. We will come out of this experience stronger and better than we were before.

Lastly a note to 5th Grade Families:

Please be on the lookout regarding information on the camp fundraiser delivery. We are hoping to be able to distribute items during one of the food distribution times. Also, we would have normally had an assembly by now introducing camp and providing you with all of the details! I will be sending that letter and information out within the next two weeks. I also hope to hold a virtual meeting for those wishing to have live information presented and a question/answer time. 6th grade camp for next year is scheduled for Wednesday, October 7th - Friday October 9th.

Above all else, stay safe and healthy!

Take care,
Sarah Bentley, Principal