

Hancock Elementary School

"Rooted in Community, Reaching for the Stars"

Dear Elementary Parents and Guardians,

As a district, we would like to extend our sincere gratitude for your patience this week as we tried our best to come up with a system to provide your family the materials and information needed. Thanks to parent, student and teacher feedback, we have been able to identify areas where we can improve in order to make sure we are all moving in the same direction, and we are able to support you and your needs.

Now that we will be remote learning for the remainder of the school year, we are being very intentional with the rollout of Google Classroom. Recognizing that learning the new platform can be challenging, in this period of adjustment, we intentionally designed the classwork to be purposely easier in the first few weeks. In the coming weeks, as more students, families and staff adjust, the work will be more rigorous. Additionally, teachers will begin providing more direct instruction in Reading, Writing and Math during daily Zoom meetings and in small group Zoom meetings.

We will continue to share paper copies of all student assignments. The packets for the week of April 20, 2020 will arrive on Monday for those who have breakfast and lunch delivered. If you would like to be added to the free breakfast/lunch delivery, please complete [this form](#). We have heard from parents who have signed up for breakfast/lunch delivery that it provides some additional structure to the day that they have found to be helpful. They have also mentioned it helps distinguish school days from weekend days. This free service is available to *any* child up to 18 years old who resides in one of the nine towns of the ConVal School District.

For students who are receiving the packets in the mail, we were able to get student packets for next week in the mail yesterday afternoon, so they should be delivered on Monday or Tuesday assuming that snail mail is on schedule. Moving forward, we have put into place a system that will get packets into the mail by Wednesday afternoons, which we hope will ensure that students have their materials for the first day of instruction each week.

If your children are completing their work on paper, it will be important for you to photograph or email the completed assignments. Completed weekly assignments are due by 3pm on Thursday. If students have not completed assignments by Thursday, they should use time on

Friday to finish up and submit the completed work. Photographs and emailed work will serve as documentation of student progress for 4th quarter report cards. If managing this is proving to be too much, please reach out. We are committed to working with you to find a solution that works for you.

The student packet will contain the following: slides of daily essential and optional learning, worksheets, books, and other materials for completing assignments. In addition to the packet of assignments for the week of April 20th, you will receive a [How-To Guide](#) for accessing, completing, and submitting work in Google Classroom. The team of teachers who make up our Google Classroom Launch Group will also be offering Google Classroom tutorials and virtual help sessions in the near future.

Just a reminder as we head into a new week of instruction, it is important that all students participate in daily Zoom class meetings and complete essential learning activities. If your child is struggling to complete work, organize their time, participate in Zoom meetings consistently, please reach out to the classroom teacher. They can work with your family to create a schedule to provide weekly or daily instruction as needed.

In closing, I want you to know how sad I am that I will not see you or your children in person for the remainder of the school year. I became a teacher and later an administrator because of the personal connections that I make with children, parents, grandparents and guardians. The important commitment to keeping our community healthy has taken away the best part of being an educator! I will do my best to visit the class ZOOM meetings and look forward to our PTO meeting on Tuesday. Our remote connection is better than none!

As always, if you have specific comments or concerns, please reach out to your classroom teacher or me.

Rest, relax and get outside this weekend.

Sincerely,

Amy