



**"Infinite Possibilities for Learning"**

# A Parent's Guide to Distance Learning for Students with Services

April 20, 2020

## Flexible Learning Options

This document is a guide for parents and students to assist in remote learning participation. We encourage you to use this time to continue your student's learning while they are at home. To help students engage in educational material, we have shared resources through the multiple platforms listed below. These materials do not replace what your child has been learning at school, but during this unusual time it is important that students continue to practice their skills.

## Daily Academic Schedule

Teachers have been asked to share optional assignments with students that can be completed within *general guidelines*. We know that different families will have different time windows when students may be able to work on assignments, particularly using technology, so your child will have the flexibility to complete assignments on his/her own schedule. However, teachers may also be sharing opportunities for your child to join in video chats, online discussions, and/or office hours. These opportunities might only be offered at certain times, but we will do our best to record them so students have access at a later time. Thank you for your ongoing support of our new distance learning plan. This is new for all of us and we will continue to learn, grow, and refine over the coming days and weeks.

	TK-1	2-3	4-5	6-8
<b>Flexible Learning Options (posted by 9:00 am by classroom teachers)</b>	Approximately 2 hours of meaningful and engaging work.	Approximately 2.5 hours of meaningful and engaging work.	Approximately 3 hours of meaningful and engaging work daily.	Approximately 3.5 hours of meaningful and engaging work.

**Online Chats & Office Hours for Students**

- Dependent on case manager, teacher, and/or service provider. Please utilize communication with case managers, teachers, and/or service providers to access office hours.

## CSD's Distance Learning Platforms & Tools

CSD teachers are using one of two primary platforms for Distance Learning (school websites or Google Classroom; Seesaw at some sites). Please note that your child's teacher is sharing assignments each day using whichever platform is already part of your child's daily instructional program. Watch for an email from your child's teacher(s) letting you know what platform they will be using.



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<b>School Staff Contact Information</b>	<ul style="list-style-type: none"><li>● <a href="#">Bagby Staff</a></li><li>● <a href="#">Fammatre Staff</a></li><li>● <a href="#">Farnham Staff</a></li><li>● <a href="#">Sartorette Staff</a></li><li>● <a href="#">Steindorf Staff</a></li><li>● <a href="#">Price Staff</a></li></ul> <p>From these links, you will be able to access our Schools' Staff Directories.</p>
<b>Google Classroom</b>	<p>Google Classroom is a learning platform used by some classes in grades K-8. During Distance Learning, teachers will post their lessons/modules on their Google Classroom pages, possibly facilitate online discussions, and accept submissions of student learning. Google Classroom also includes a calendar where assignment deadlines can be tracked. Students go to <a href="https://classroom.google.com">https://classroom.google.com</a>, log in with their CSD Google credentials.</p>
<b>Google Apps for Education Suite TK-8</b>	<p>Google Apps for Education Suite is the primary productivity platform used in CSD schools. All students beginning in Transitional Kindergarten are provided with their own Google account that includes access to Calendar, Classroom, Drive, Docs, Sheets, Slides. Starting in 5th grade, students also have access to Gmail. During Distance Learning, teachers will ensure that all students are provided their Google account username and password (if they don't already have it). Google Meet has also been enabled for all students so that teachers can hold video chats with their students.</p> <p><i>If you have more than one child sharing a family device to access Google Apps, you will want to set up a process for ensuring each child logs out of Google before the next child logs on. This will help students to stay focused on their own materials and with their own tools.</i></p>
<b>Google Meet</b>	<p>TK-8 teachers may opt to hold video chat sessions with students to give live instruction, host discussions, and/or to continue to build social-emotional connections with students. Your child(ren)'s teacher will announce the date/time for these virtual meetings and will share a link to the session.</p>

## **Virtual Specialized Academic Instruction**

- Teachers/case managers will be available via email daily to answer questions from parents/students regarding Google Classroom or SeeSaw assignments. Parents should email all members of the classroom team for a prompt response within 24 - 48 hours.
- Teachers/case managers will provide a combination of synchronous and asynchronous learning opportunities. These opportunities can be live Google Meet, office hours, phone calls or recorded



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video lessons and posted assignments via Google Classroom or Seesaw. These sessions may be recurring days/times.

- Current mode of communication/service being provided: Email, Google Classroom, Google Meet, or Seesaw per case manager/teacher.
- Students with services may participate in Specialized Academic Instruction or any other related service (previously in student's IEP/504) with a teacher/case manager/service provider during the daily academic schedule listed above.
- Students should have access to all of their Assistive Technology and Augmentative or Alternative Communicate at home as listed in their IEP. Please contact your student's teacher/case manager if your child needs to be provided with their devices.

### **Virtual Office Hours for Specialized Academic Instruction & Related Services**

- Service Providers will utilize email and Google Meet for office hours.
  - You will receive a Google Calendar invite with a link to the Google Meet.
  - Service providers may determine specific days and times for office hours. Please look for an email/calendar invite regarding pre-scheduled office hours.
- The following staff will have virtual office hours to answer any support questions: Specialized Academic Instruction Teachers, Occupational Therapists, Speech and Language Pathologists, School Psychologists/Counselors, and Behavior Specialists.

### **Additional Learning Resources**

For additional learning resources, visit Cambrian School District's [website](#). Resources and tools for online learning can be found located in 'Families', 'Tools for Student' Learning. Online learning opportunities for students with services are listed and also included here:

- [Students with Services ELearning Opportunities](#)
- [ELearning Wellness Opportunities](#)
- [Guidelines for Distance Learning](#)
- [Notice of Live Video Sessions](#)
- [Guidelines for Participating in Video Sessions](#)

### **Individualized Education Programs and Special Education Timelines**

Cambrian School District is committed to serving our students. The district is not changing your child's IEP, but rather providing access to ongoing learning opportunities during potential long term closure that can be implemented during this emergency situation with changing orders. Therefore, please be assured that when it is safe to resume school, your child will receive the placement and related services that are written in his or



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her IEP. Until then, the District intends to provide them the same educational benefit available to every student at this time.

Please note special education and related services necessary for your child to benefit from such learning opportunities will be delivered in an alternative manner to the extent it is feasible and possible, in compliance with the shelter in place order that is currently in place across the State of California. The District will be documenting any additional communication via Prior Written Notice. The following has/will be shared with parents including **tentative** dates:

- Prior Written Notice to Parents regarding assessment timelines sent the week of 4/3/2020
- Telehealth Counseling Consent form sent directly to parents from service provider the week of 4/17/2020
- Privacy Notice and Consent form sent directly to parents by IEP case manager the week of 4/17/2020
- Prior Written Notice to Parents regarding services via distance learning by 5/1/2020
- IEP meeting notice/invite via Google Meet
  - Please look for communication from your child's case manager regarding scheduling and/or rescheduling of IEP meetings.

### **Virtual Learning Tools Login Info**

- Google Classroom
  - Students should have received an email from case managers (from each service area) including an invite and code for their Google Classroom.
  - [Google Classroom Primer- Students](#)
  - How to login to Google Classroom:
  - 1. Go to: [www.google.com](http://www.google.com)
  - 2. Click on "Sign In" on the top right of the page.

Gmail Images  Sign in




- 3. Choose/Sign In to your Google account. Case managers/teachers should have sent out login info via email. **You will need to sign in with your child/student's Cambrian google account/email address.**



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Google

Hi Christina

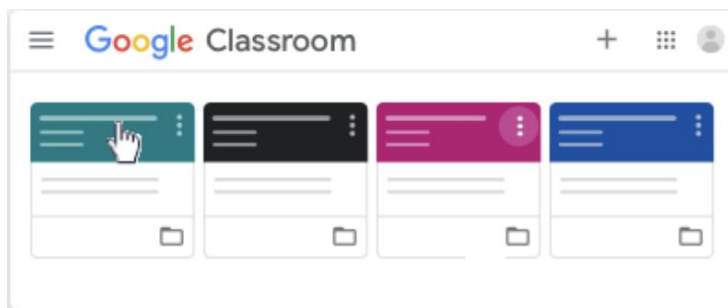
 sanchezzc@cambriansd.com ▾

Enter your password

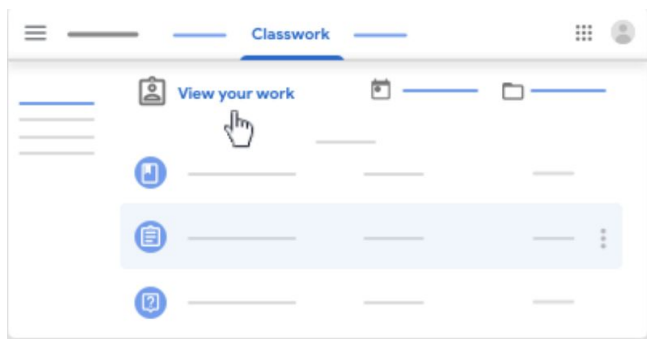
[Forgot password?](#)

Next

4. Go to [www.classroom.google.com](http://www.classroom.google.com)
5. Click on your classroom to join.



6. View your classwork.



- Seesaw (preschool)  
How to login to Seesaw:



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### ^ Email / Google Account Sign In

Designed for students who can remember their email address and password. Students type in a Student Code to join the class for the first time. Afterwards, they just need to use their email/password to sign in to Seesaw.

1. Open the Seesaw Class app.
2. Tap "I'm a student".
3. Input the Class Join code from the teacher and tap "Go"
4. Tap "Sign in with Google" if students are signing in with a google account or enter name, email and password and tap "create account".

### Support for Students with Services

For additional support, please utilizing the following resources:

- [Google Classroom Support](#)
- Email your teacher/case manager
- Email Maggie Spehar or Christina Sanchez
  - [speharm@cambriansd.com](mailto:speharm@cambriansd.com)
  - [sancehzc@cambriansd.com](mailto:sancehzc@cambriansd.com)

For Questions About ...	Contact
A course, assignment, or resource	Your child(ren)'s teacher
Wifi	<a href="#">Comcast Information</a> <a href="#">Cox Information</a>
A technology-related problem or issue	Submit a <a href="#">CSD Technology Help Request</a> and a member of our technology team will get in touch with you.
A personal concern regarding your child	Your Child's teacher, counselor, or principal



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### **Parent Frequently Asked Questions - FAQs**

**How will the school share learning experiences with families?** CSD will use a multi-pronged approach to help families engage with learning during our distance learning program. Teachers will post learning modules by **9:00 am each day** on our learning platforms as outlined above. Additionally, teachers may have synchronous online office hours where learners and parents can meet and discuss the learning modules that have been developed. Also, teachers and administrators will respond to all emails from learners and parents as soon as possible and at a maximum of within 24-48 hours.

**How do we as parents support learning if we have multiple children at home?** A modified class schedule as listed above would be followed. This schedule will be flexible, allowing each family to support learning according to their own needs.

**How will learning experiences in the early years be designed for distance learning?** Videos may be posted by each child's teacher that will take them through similar activities that they would participate in while on campus (ie reading, phonics, number sense, movement). These videos will be intended to be watched in 10-15 minute segments or less. We recommend increased reading to your child. Make learning fun through daily activities and chores at home (sort laundry, counting items around the house, language in your everyday environment).

**How will I know that my child is staying on track with their learning?** There are many ways in which CSD teachers will be involved in monitoring the progress of students and sharing this information with families. Your child's teacher is still providing feedback through our various digital platforms and may be available to students and parents during designated office hours. CSD will also monitor attendance data to ensure that students are engaged in their learning and to follow up with families where there are concerns.

**How do I get support if my family is having trouble with their device and/or learning platform?** Please email your teachers or site administrators so that our tech team can address the issue and provide a solution for you. Please provide a thorough description of the problem and if required we will schedule a video conference to discuss further at a convenient time. In the same way that Google Meet is a great way for you to have contact with your child's teacher, an appointment can be scheduled for any virtual tech support you may need.

**What learning services will be available during distance learning?** All of them! CSD will continue to offer the same high-quality learning experience in a distance learning environment that it does on campus, to the extent possible. Classroom teachers, specialist teachers, counselors, and leadership team members will all be available to ensure that our learners are engaged in their learning and receiving the support they need.

### **Parent Feedback Form**

Have questions or feedback to provide us?

- Utilize [this form!](#)