



Dear Ivywood family,

What we had hoped would be just a brief pause in the academic year has instead turned into a complete shift in the way we educate our children during this health emergency. As you know, on April 2, 2020, the governor closed school buildings for the remainder of the school year. While the school buildings are closed and students will not be returning to their classroom, teaching and learning will continue until the last day of school.

Below you will find information on our distance learning plan, parent support & expectations, school events, building access, re-enrollment and more!

Distance Learning Information:

Our teachers have been working to develop digital resources to complement the paper packets, books, and other materials that we have been relying on since mid-March. We are launching our distance learning plan in good faith on Monday while we wait for our authorizer approval. On Monday, you will begin to hear from your child's teacher about assignments and the next steps.

One of the things we absolutely must and want to do is to continue instruction. We are a school and our job is to educate our children. Though the school building is closed, our teachers will continue to teach and our students will continue to learn.

We will be placing plastic totes outside of our front doors. Along with the totes, you will see a large bottle of hand sanitizer to be used before and after opening totes. The totes will be labeled by teacher and grade level. If an exchange of materials needs to happen (i.e. new novel, student binder, math book, worksheets, etc) materials will be placed in the bins and communication will be sent to families by the classroom teacher. We are not allowed to hand anything off from one person to another person and families are not permitted to enter the building until further notice.

Submission of student work will be required weekly (all work due by Sunday for the week). Families may do one of the following: scan/take pictures and email to classroom teacher; mail work to the school and Mrs. Bieniewicz or Mrs. Kooiker



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will place it in the appropriate grade level bin; or place hard copies in the grade level bins outside of the building. Although we cannot grade this work until the plan is approved, it would be wise to get in the habit of submitting work weekly. Families will be asked to begin submitting work the week of 4/13/20.

Virtual learning and platforms may be used as supplemental learning aids, including, but not limited to Zoom, Google Hangouts, videos, pre-recorded lessons, etc. These are encouraged, but must be supplemental to the paper-pencil activities as we know everyone's schedule is different. Permission slips similar to the photo permission that was signed earlier in the year, have been emailed to all families. This permission slip is asking for permissions regarding Zoom.

Teacher Office Hours:

Teachers will have office hours at least 2-3 times a week. Your teachers will notify you by 4/13/20 when their office hours will be, how you can access them (i.e. zoom, Google hangouts, phone), and a description of what office hours are for (i.e. questions and answers, assistance with work, etc).

Attendance:

The goal is daily communication via email, zoom, class tag, class dojo, or any other platform.

School Building Access:

Our team has been working together to provide time for families to pick up any necessary materials from the school. At this time, we are not allowing students or parents in the building. We are taking this order very seriously for everyone's safety and will be using the proper safety measures during all contacts, even when we are outside the building.

Parent Support & Expectations:

Please, if at any time you need additional support or assistance, please reach out to your student's teacher. We know that some parents may not want to be teachers. Please continue to partner with us. We are all juggling so many things, so please know we are operating with flexibility and understanding during this time. We want students to grow in their learning and return to school in the fall eager to thrive.



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School events:

Our spring events, such as our walk-a-thon and next VIP parent meeting are going to be virtual this year. Until we receive guidance on large gatherings after the Stay Home, Stay Safe order from the state and the CDC, we simply can't commit to anything. As we continue to strengthen our school culture, we want to recognize and celebrate these milestones virtually to start the traditions.

Re-enrollment and open enrollment:

We continue to enroll students on our school's website under the enroll button. Due to the closure, we are not requiring families to tour the building for enrollment. All new enrollment paperwork can be turned in via email to Mrs. Bieniewicz at AmandaBieniewicz@ChoiceSchools.com.

Staying Healthy:

We encourage your family to follow the CDC guidelines for keeping safe and minimizing the spread of COVID-19. Social distancing means staying out of crowded places, avoiding group gatherings, and maintaining a distance of six feet from others whenever possible.

Thank you all for your continued support for Ivywood Classical Academy! We miss seeing you and your children! We are all in this together!

Sincerely,

Stephanie Kooiker
Principal
Ivywood Classical Academy