Virtual Instruction and Learning Guidelines for the Week of March 16, 2020

We are all in uncharted waters in implementing virtual instruction and learning (VIL) for our students. The challenges we face are exasperated by the lack of guidance, training, and infrastructure support we all face to varying degrees.

It is important that we face this challenge one-step at a time. You will receive weekly updates and clarifications to guide you through the process. These are not meant to be all inclusive but responsive to questions that have been asked.

Guidelines for K-12 Schools

We do not have clear answers on how VIL will translate into the required instructional minutes mandated by state law**. It is very important that, beginning today, all K-12 teachers keep logs of their planning time, virtual office hours for communication (includes recorded lessons, conference calls, individual feedback to students, website updates and posting of materials), and estimated completion time for students on assigned tasks.** This can be formalized for accountability purposes later. Note: There is not an expectation that time spent at home equals in-school hours. VIL should be reasonable and age appropriate for a home setting.

Guidelines for Early Childhood

- VIL for early childhood should not be technology based. Guidelines for screen time for young children should be followed.
- Activities should be play-based, include physical activity suggestions, and consider social/emotional needs.

Guidelines for Grades 1-8

- All VIL activities should be age and time-appropriate.
- VIL does not mean "technology only". We want to encourage students to engage in their learning, not isolate themselves in front of a screen.
- You need to be flexible on completion dates. The focus isn't on deadlines, but on proficiency.
- Consider what you have and how you can use it. This is not a time to introduce new programs/tools unless they are age-appropriate, aligned to learning targets, and user-friendly.
- Don't focus on long-term concerns this week. Make sure all students have the materials and guidance to keep them on track with clearly identified learning targets aligned to standards.
- Activities should include physical activity suggestions, and consider social/emotional needs.

- **VIL does not mean worksheet packets**. Student engagement will be critical to keep students on task at home.

Suggestions for this week:

- Make sure all students have access to reading materials, both content specific and recreational.
  - o "Book bags" could be sent home from school or classroom libraries.
  - o Any novels you have available for a whole class or small groups could be used to design a unit integrating reading, reflection, or a host of other ELA and content area standards.
- Focus on the application of material already taught to start the VIL experience in a positive way.
- Create units that integrate a number of content area standards.
- Less is more – rather than discrete worksheets/tasks, look at project-based learning activities.

Please feel free to send questions to me (nelsons@archmil.org) so we can address them each week.

Next week:
- How do you manage the collection and distribution of assignments?
- How is feedback provided to students and families?