



Thursday, March 26, 2020

Middle School Parents & Guardians,

In this letter, you will find the Middle School *Continuity of Learning* plan for the remainder of this academic year (or until further notice). Prior to outlining this plan, which includes some helpful advice on how parents and guardians can support their son's development, I wanted to reiterate Johnny's message to the school community:

"We need to profoundly listen and care for each other; together we will achieve more; patience and hope are mandatory."

This is a new world in which all of us are living, which includes our educators who will be implementing the curriculum, both on and offline, with your son(s). Please be patient with us as we establish a new learning environment for our students. Along the way, we will encounter difficulties together. We ask for your patience during these times and that you have hope in the knowledge that the Vancouver College community is doing everything we can to provide your son with a learning experience that will meet his needs. Our faculty is ready to take on this new challenge, as we know this time in our careers will help to push forward our practice as educators.

The overall goal of our *Continuity of Learning* plan is to continue to deliver the curriculum as seamlessly as possible. A secondary goal is to give students a sense of regularity and normalcy.

During our first week back to school after Spring Break (March 30 - April 3), faculty will be using Google Classroom and email to communicate expected learning activities to be completed by students within their subject area.

In addition, each Homeroom teacher will be connecting with their students on Wednesday, April 1st at 8:30 am to provide a message of reassurance and to discuss online learning via Google Meet. An invitation will be sent to your son by his Homeroom teacher over email in the coming days. This first week will also give our teachers time to complete training in online learning applications, begin the implementation of our *Continuity of Learning* plan, and troubleshoot through any problems that might arise.

As we move into a second week (April 6 - April 10), more structure will be incorporated for our students and faculty. Each student will adopt this new timetable:

Timing	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 - 11:00 am	Block A	Block C	Block E	Block G	Advising, Career Education & Prayer
11:00 - 12:30 pm	Physical Activity & Lunch	Physical Activity & Lunch	Physical Activity & Lunch	Physical Activity & Lunch	Physical Activity & Lunch
12:30 - 3:00 pm	Block B	Block D	Block F	Block H	Tutorial Block (All faculty on-call)

As has already been communicated to teachers, during each academic block they are expected to:

- Provide 2-3 learning activities, as opposed to one longer activity during each class. Teachers will give students formative feedback on one of the activities administered.
- Deliver learning mainly through Google Classroom. This is our primary Learning Management System (LMS) that each teacher needs to utilize with their students. The majority of our classes currently have a Google Classroom, so our transition online should be relatively seamless.
- Leverage the benefits of a wide range of online learning modalities from G-Suite Applications – Google Classroom, Google Docs, Google Forms, and Google Meet. This will help to organize you and your son.
- Connect with and explicitly teach their students. They will do this by posting an online video of themselves teaching, utilizing Google Meet/Zoom, or creating an online Google Classroom discussion. The expectation is Teaching & Learning not simply Learning.
- Plan learning activities that can easily be understood and completed by students. They should include an estimate of the time that assignments and activities should take each student to complete while on or offline.
- Provide and plan learning activities that also include time away from devices. Of the 2-3 learning activities developed by teachers, 1 must be an offline task.
- Teachers are NOT expected to be “teaching live” for the entire block, they are expected to be online and available to answer questions via email and other remote conferencing applications (as well as during Friday’s Advising and Tutorial blocks).
- Though our emphasis will be on flexibility in timing and use of devices, if your son has no access to any device, it will be possible for him to sign out a Chromebook with a \$250 deposit. Please [contact me directly](#) if you would like to pursue this option.

Each Homeroom teacher will also create a *Homeroom Weekly Snapshot*. This Google Slides document will include all key academic information for students in one location. The Weekly Snapshot will act as an online planner to ensure that each student remains organized in this virtual world. Homeroom teachers will email the Weekly Snapshot to their students prior to 8:00 am Monday morning each week.

I also wanted to provide you with some advice to help set your son up for stability and success:

- *Establish Routines* - Ensure your son is awake each morning by 7:45 am, create a dedicated "light-filled" working area free of distractions where he can learn.
- *Communicate* - If your son is experiencing issues academically or with technology, please have him communicate with his teacher via email. If you have any concerns or questions, as is established practice already, email our faculty.
- *Check-in* - Through conversation with your son, he will be best able to process his learning. Engage in a conversation each day about his learning and how he can apply this learning to his future experiences.
- *Encourage* - The social-emotional stability of our boys is critical. Encourage him to stay engaged with his friends. Give him dedicated time each day to maintain these bonds online.
- *Be Physical* - Each student should be physically active for at least 30 minutes a day. There are a wealth of resources online with ideas on how students can remain active in their home.
- *Teach* - Each day teach your son one practical life skill. This will give you time to connect and further bond with your son. Ex. How to do the laundry, how to make pasta, etc.
- *Be Well* - Be mindful of your son's wellbeing. Oversee how much time your child is spending on his devices. Select times for him each day to be offline and set-up digital-free zones in your home.

Finally, one last note - Though all students were advised to take home any resources before Spring Break, there are some exceptions who were unable to do so. Please contact Ms. Deutsch (adeutsch@mail.vc.bc.ca) in order to arrange a time to pick up essential items only. A reminder that students or their representatives should come alone and practice social distancing while on-campus. No one will be granted access without prior appointments arranged with Ms. Deustch.

As ever, I am available for support and to answer your questions. Do not hesitate to reach out to me at jcavalluzzo@mail.vc.bc.ca.

Stay Healthy and Semper Fidelis,

John-Paul Cavalluzzo