



Hollandale School District

P. O. Box 128/101 W. Washington Street
Hollandale, Mississippi 38748

Dr. Mario Willis, Superintendent

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Mario Willis,
Superintendent

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Dear Parents and Guardians of the Hollandale School District (HSD),

I hope this letter finds you and your family well and hope you are managing the challenging times we are currently living in. As you know, information about the COVID-19 pandemic changes daily and it impacts our lives greatly. One of the recent announcements from Governor Tate Reeves is that students will not be returning to school for the remainder of the school year.

While we do not have all of the answers yet and recognize that there will be some bumps in the road, our staff are working hard to address potential challenges. While we already have online support for students in place, we know equity is a major concern to show that our kids have adequate access to instruction. We faced many challenges initially trying to create ways to engage our students in distance learning online; therefore, we created standards-based learning packets for every child in the district Pre-K through 12th grade.

The goal for distance learning in the Hollandale School District is to prevent learning loss and preserve the learning that has been delivered up to this point. Also, we want to use technology to promote the social bonds and interactions that we need on a daily basis. While phone calls are a great way to communicate, face to face interaction is important for a number of reasons but most importantly, students and teachers will have a scheduled time to reconnect relationships.

During this time of social distancing, we want to ensure that each of our students continue to have access to high-quality curriculum and assignments. We plan to deliver instruction through a virtual learning environment, and we need your support to ensure the success of our efforts! Please take a moment to review our plan below and talk with your child about the importance of continuing their education during this time.

In the upcoming days, principals, classroom teachers, counselors, and staff in the HSD will be contacting families to check in with them. Please note that phone calls may appear as “Blocked Call,” “Unknown” or something similar. Please answer, it might be us calling! At this time, we will be doing a number of things:

- Asking if students have received their instructional packets;
- Ensuring that students have the necessary logins and passwords to connect with HSD resources
- Ensuring that families are aware of the two learning methods HSD is offering

Parents, the health and safety of our students and staff is always our number one priority. We are working hard to develop a plan to provide and support distance learning for our students. Thank you for reviewing our plan and please be on the lookout for more updates!

Sincerely,

Mario Willis - Digital Signature

Dr. Mario Willis
Superintendent
Hollandale School District



Hollandale School District Distance Learning Plan

As of April 16, 2020

Method of Instruction

The Hollandale School District will utilize the blended instructional delivery methods which include Distance/Virtual/e-Learning/Remote Method and Take-Home Learning Packets.

Instructional Content

The Hollandale School District will utilize instructional content from a number of sources which include recommendations from the Mississippi Department of Education, recommendations by district partners, content from other school districts, the HSD Curriculum Department, and various online platforms.

HSD Instructional Content Usage

Resources were provided to teachers/staff to give them additional online resources in preparation of our instructional packets and online assignments. Teachers also used the resources to share with parents who made initial contact about what other instructional programs are available for use. The resources are free. HSD will continue using online programs to provide additional support for parents with technology and internet access. The programs we use are iReady, IXL, Edulastic, etc. All students regardless of their ability to access material online, were provided Take-Home Learning Packets based on locally selected instructional materials. Each grade level (Pre-K through Grade 12) received instructional learning packet with standards-based assignments for the remainder of the calendar school year.

Tentative Deadlines and Dates

- Learning Packets Due: May 15, 2020
- Senior Final Grades Posted: May 25, 2020
- Final Grades Posted: May 29, 2020
- Report Cards Mailed June 4, 2020

Hours of Operations

While our campus is closed, HSD's hours of operation are 8:00 am to 4:00 pm, with the caveat that teachers and staff are also balancing their own family and work responsibilities and therefore, may not be able to respond immediately to inquiries and communication. These hours define the window of time that school business will be conducted. Also, during our distance learning, our goal is to provide a response to student and parent's emails within 24 hours, barring any disruption.

Live Online Classroom

- The building level principal will develop a schedule for the implementation. The schedule will be communicated on the district's website.
- Simmons - sessions will be conducted weekly on Tuesday and Thursday.
- Sanders - sessions will be conducted weekly on Monday and Wednesday.
- This will begin on Monday, April 20, 2020.
- Sessions will last at a minimum of 30 minutes.



Two days of each week for students at Sanders and Simmons, your child will have a class live online via video conference call. It will be scheduled two times per week per course at the same time. We will take into account that some parents do not have multiple devices; therefore, the time slots will be staggered to support families with limited devices. The schedule will be provided by the school. Each session will be 30 minutes and they will be directly aligned with the Take-Home Learning Pack assignments provided to the students. Each session may be recorded to allow students who missed class to view it and to provide learning videos for parents as well.

Academic, Social, and Emotional Wellness Checks

In the upcoming days, principals, classroom teachers, counselors, and staff in the HSD will be contacting families to check in with them. Please note that phone calls may appear as “Blocked,” “Unknown” or something similar. Please answer, it might be us calling!

- HSD staff members will contact students/parents one (1) time per week to discuss progress, learning packets, mental health, and other student needs.
- Staff members will submit contact logs of weekly wellness checks on Friday of each week to the building principal.

Instructional Support Hotline-Email/Office Hours

The hotline-email option will be available during Live Online Classroom Instruction and during Live Online Tutorials. This is designed to help parents who do not have internet access and this will also help in situations where there is only one technology device other than a phone. If you cannot access the internet you will have access to call in without your video using Zoom or Google Meet. The schedule will be provided by each school by each teacher. Teachers will be available for a two-hour window each day.

Appointment Requests: Instructional Support Hotline-Email/Office Hours (Schoork)

To ensure all parents and students have uninterrupted time with the teacher we are requesting that parents set appointments with teachers in Schoork. The details are listed below:

1. Visit the Hollandale School District Website
2. Click the Parents or Students Tab
3. Select Covid-19 Resources
4. Select Instructional Support Appointments Link
5. Select the teacher/staff
6. Indicate your child’s name, select the available time slot, identify the purpose of communication

iReady, IXL, and Other Online Learning Supplemental Programs

Students may receive lessons assigned by their teachers. The platforms teachers are using should support mobile device use in case your internet is not available. Students will not be adversely impacted if they are not able to complete online assignments due to technology issues.

Take-Home Learning Packets

Take-Home Learning Packets will be required for ALL students. If requested by the teacher, parents are encouraged to take pictures of the completed work and upload the documents on a daily/weekly basis. If for some reason you cannot upload the work in the google folder daily, please email the completed assignment to the teacher upon request.



Take-Home Learning Packet Submission

Take-Home Learning Packet will be returned to the assigned drop off location or sent back by Mail. Drop-off information such as locations, dates, and times will be shared at a later time. Learning Packets and any other assigned work will be used to determine 4th term grades. Take-Home Learning Packet assignments will be due by May 15, 2020.

Requesting Take-Home Learning Packets (Schoork)

- If your child has not received a learning packet, please inform the district. Either the wrong address was entered or a delay with mailing occurred. Inform the district in the following manner:
 - Upload the Hollandale School District Website
 - Click the Parents or Students Tab
 - Select Schoork Options
 - Select Instructional Packet
 - Select the grade level
 - Indicate your child's name, correct mailing address and phone number

Grading

Grading will be handled in the same manner as if the child was in school. All assignments will be reviewed for grading purposes. Hollandale School District has adopted that grades will be determined by calculating grades from the Take-Home packets. Additional guidance will be provided if necessary.

Report Cards

Report cards for the third nine weeks were provided to parents using the mailing address on file. All assignments for the 4th term will be due by May 15, 2020. Senior grades will be finalized no later than May 25, 2020. Teachers will post all final grades no later than May 29, 2020. Report cards will be mailed on or after June 4, 2020.

Policy Suspension Due To Covid-19

While the HSD has decided to suspend certain policies due to the COVID-19 Pandemic. In particular, HSD has suspended the Policy on Attendance requirements, Graduation Requirements, Instructional Management Plans, and other policies directly impacting students and district's operations.

Promotion and Retention during Covid-19 Pandemic

While we are out of school due to this pandemic, it does not exclude students from failing the entire year especially since some students were failing prior to the pandemic. It is possible for students to be retained if they were failing before the school closure. We encourage all students, especially those who are failing, to complete the Take-Home Learning Packets and all other assignments requested by the district. The Take-Home Learning Packets could be used to improve a student's grade; as a result, the students could be eligible for promotion. The decision will be handled on an individual student basis by the teacher of record. The final promotion and retention decision will be made by each school based on work completed and accuracy. For some students, it may be required for them to take a standards-based assessment, with a clear target to determine if a student is promoted.



Exemptions for State Test Exams 2019-2020 (MDE)

Any student grades 7 through 12 that is enrolled in Algebra I, Biology, English II and/or U. S. History during the 2019 – 2020 school year and earns the Carnegie Unit credit will not be required to take and/or pass the corresponding EOC subject area test(s). The student must pass the class in the 2019-2020 school to be exempt from the test in the upcoming school year. If the student fails the class by the end of the school year, this will not apply.

Re-testers - Students who previously failed EOC - End of Course Test (MDE)

For students grades 7 through 12 who are re-testers that have successfully passed the course, they are exempt from retaking the state test. Those courses include: Algebra I, Biology I, English II and US History. If they have failed the course, this does not apply to them. They will have to retake the assessment.

Special Education and Related Services During School Closure

Schools will provide special education and related services in the IEP through multiple modalities: online learning websites, online instructional materials, paper packets, instructional videos, etc. to meet the needs of each student based on their Individualized Education Program. SPED teachers will provide weekly office hours to families and students. When appropriate based on the individual student needs, the school will provide virtual learning sessions with individual students, with parent permission. Please know that due to the school closure, some services will not be delivered at the same level or rate. Services provided to students will be determined on an individual basis based on the students IEP. The district will monitor and follow national and state guidance on the procedures and delivery of services for students with IEPs. IEP Amendments will be provided to parents to outline proposed services due to school closures.

IEP Meetings During School Closure

The schools will continue to work with parents to schedule and hold meeting over the phone or video conference. We will collaborate with general education teachers, related service providers, and the IEP Committee to meet the needs of students with an IEP. Please be flexible with staff and know that issues may arise and if they do, we encourage you to contact individuals in the order listed and please provide each level an opportunity to address the concern before moving to the next: (1st) case manager, (2nd) principal, and then the (3rd) SPED Director. All decisions will be made on an individual student basis, so it is reasonable to expect that no situation or plan of action will be the same.

Compensatory Services

The School Administration and Case Managers will provide guidance to the IEP Committee to ensure the IEP Committee determine the amount of recommended compensatory services are required once school resumes.

SPED Parent Communication

The School Administration and Case Managers will monitor student progress and adjust services as needed. Schools will collaborate with families through phone conferences and emails, as the need arises.

For Questions About...	Contact
A course, assignment, or resource	The relevant teacher via HSD Website
A technology-related problem or issue	HSD Technology Director via email on the HSD Website
A personal, academic, or social-emotional concern	Your child’s teacher, principal, or school counselor via HSD Website
Other issues related to distance learning	Building Level Principals



Needs and Expectations to Support Distance Learning as a Team

What you can expect from our teachers and staff:

- Students will receive core (ELA, Math, Science, and Social Studies) instruction through Zoom or Google Meet (online) and through instructional packets (printed and mailed).
- Sanders: Students should login on Mondays and Wednesdays to check for assignments and instructions from the teacher.
- Simmons: Students should login on Tuesdays and Thursdays to check for assignments and instructions from the teacher.
- Teachers will post relevant supplemental materials to support students with instructional delivery of content such as annotated notes, PowerPoint presentations and website links, when applicable.
- Teachers will be available to monitor and respond to student emails every day during their outlined office hours regarding questions about assignments and instructional material.

What we need from every student:

- Students should login to each of their virtual sessions if applicable on the assigned class days .
- Students will need to complete all required assignments and submit these as directed by their teacher.
- Students should email teachers if they have any questions.

How can parents in the Hollandale School District support Distance help?

- Encourage your child to reach out to their teacher if they have any questions or concerns or need any extra help!
- Weekly check-ins: Students/parents should check-in with all teachers using Google Classroom, Email, Text, or Phone.
- Ensure that your students are completing assignments every day.
- Log on to the Live Online Classroom according to the schedule provided.
- Email teachers if you need additional support so that they can provide support during Live Online Tutorial/Intervention.
- Log in to the Google Folder for your child's class every Monday to see if there are additional requirements for your child.
- If directed by your child's teacher, take a Picture and Upload the completed assignment to the designated Google Folder for your child's class or send an email with the completed assignment or submit completed assignments in your child's google classroom folder.
- Ensure your child follows the schedule.



Ten Tips for Parents Supporting Distance Learning

The transition to distance learning may be challenging (and exciting) for families. Parents will need to think differently about how to support their children; how to create structures and routines that allow their children to be successful; and how to monitor and support their child(ren)'s learning. In this evolving landscape where predictability becomes less... predictable, we need to find ways to hold our youth and cultivate their sense of security, hope, and joy. For some students, distance learning might be a great thing, while for others it might feel more challenging at first. The ten guidelines provided here are intended to help parents think about what they can do to help their children find success in a distance learning environment

1. Establish routines and expectations

We encourage parents to set up regular hours for your child(ren)'s school work. For lower level students, instruction should begin early in the morning. Keep normal bedtime routines for your children (young and older). Your children should move regularly and take periodic breaks as they study.

2. Define the physical space for your child's study

While under normal circumstances, your child(ren) may have a regular space for doing homework, this space may or may not be suitable for an extended period of time. Establish a space/location where your child(ren) will learn most of the time. This should be a public/family space, not in your child's bedroom. It should be a place that can be quiet at times and have a strong wireless internet signal, if possible. Also, having this designated space will make school materials management easier for your family.

3. Monitor communication from your children's teachers

Teachers will communicate with parents through email and phone calls, as necessary. The frequency and detail of these communications will be determined by your children's ages/grade level, and their degree of independence. When you need to contact teachers, please remember that teachers will be communicating with many students as well as other parents, and that communications should be essential, succinct, and self-aware.

4. Begin and end each day with a check-in

Parents, we encourage you to start and finish each day with a simple check-in. In the morning, ask what is your child learning today? What are their learning targets or goals? How will they spend their time? What resources do they require? What support do they need? This grounding conversation matters. It allows children to process the instructions they've received from their teachers. It helps them organize themselves and set priorities. Older students may not want these check-ins with parents (completely age-appropriate) but you should have them nevertheless. Establish these check-ins as part of the daily routine and remember that they provide opportunities for our children to share how they're feeling day-to-day.

5. Take an active role in helping your child(ren) process and own their learning

Human beings learn best when they have opportunities to process their learning with others. Students will interact with their teachers online via live Zoom or pre-recorded sessions, and older students will have the opportunity to connect in small groups with their teachers to support learning. Beyond the check-ins recommended at the start and end of each day, parents should regularly circle back and engage with their children about what they're learning. However, it's important that your child own their work; don't complete assignments for them, even when they're struggling.



6. Establish times for quiet and reflection

A huge challenge for families with multiple children will be how to manage all of their children’s needs, especially when those children are different ages and have different needs. There may be times when siblings need to work in a different room to avoid distraction. Consider noise-cancelling headphones (no music necessary) as a handy tool to block out distractions.

7. Encourage physical activity and/or exercise

Make sure your children (and you) remember to move and exercise. This is vitally important to their health, wellbeing, and to their learning. Think also about how your child can pitch in more around the house with chores or other responsibilities. Don't let your children off the hook - expect them to pitch in!

8. Remain mindful of your child’s stress or worry

These are unprecedented times, and the suspension of regularly defined activities and routines such as going to school, can (likely will) feel disconcerting for our children. It is imperative that parents help their children manage the worry, anxiety, and range of emotions they may experience. While it may be challenging, do your best NOT to transfer your stress or worry to your children. They will be out of sorts, whether they admit it or not, and need as much of a “normal” routine as parents can provide.

9. Monitor how much time your child is spending online

We do not want our students staring at computer screens for extended hours a day. We ask that parents remember that there is going to be a learning curve for all of our teachers as we transition to distance learning. This will require some trial-and-error before we find the right balance between online and offline learning experiences. Principals, teachers, and other staff will check in periodically to assess what you’re seeing at home and what we need to adjust. Thank you for your patience and partnership.

10. Keep your children social, but set rules around their social media interactions

Help your children maintain contact with friends and see them virtually as we observe shelter-in-place. Please also monitor your children’s social media use, especially during an extended school closure. Older students rely more on social media to communicate with friends. We ask that parents monitor your children’s use of social media.