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October 6, 2020

Dear Parent/Guardian,

Please see important information below regarding Kettle Moraine High School's upcoming distance learning days for all students taking place on Friday, October 9th, and Monday, October 12th.

Learner engagement expectations for each class will be clearly explained to students and posted in the digital learning platform(s) by the end of the day on Thursday, October 8th.

- Students will be able to locate the learner engagement expectations in their digital learning platform (Canvas and/or MyLC) for each class.

Student learning on Friday and Monday is NOT synchronous.

- Student work MAY NOT BE REQUIRED to occur during assigned class blocks, BUT COULD if that is the expectation of the teacher.
- Teachers will clearly communicate the individual class learner engagement expectations by the end of the day on October 8th.

Teachers will host optional "office hours" Friday and Monday for student questions (open google meet) and these times will be communicated by the end of the day on October 8th

- These open google meets will happen sometime between 10:30 am - 1:00 pm on Friday and Monday based on teacher availability and professional development/meetings/conferences already scheduled.
- Teachers will not be available the entire time (10:30 am - 1:00 pm) on Friday and Monday.
  - Only during their specifically identified and communicated times

Student attendance for Friday and Monday is determined by learner engagement expectations--and that will be different for each class.

- Attendance for Friday and Monday are independent of one another.
  - Teachers will ensure the learner engagement expectations are clear for Friday
    - "In order to be considered present on Friday, the following must be completed: XYZ by (date and time)."
  - Teachers will ensure the learner engagement expectations are clear for Monday
    - "In order to be considered present on Monday, the following must be completed: XYZ by (date and time)."
- All attendance will be confirmed for Friday (October 9th) and Monday (October 12th) by the end of the day on Tuesday, October 13th.
  - If a student does not meet the learner engagement expectations for a particular class for one or both of the days, which were communicated by the teacher no later than October 8th, the student will be marked "absent" for that day.

- Students in a charter learning environment should see specific communications from their charter leadership/teachers regarding their learning expectations for October 9th and 12th.

As we continue to plan for personalized learning structures, for both students and staff during these unique times, we are creating experiences that meet a variety of needs. For this upcoming Friday and Monday, students have time to work independently in a distance learning format, while our staff engages in professional development, professional planning, and student/family communication/meetings. We are always reflecting on our processes. We will learn from our experiences on October 9th and 12th and will apply that learning to our distance learning days on November 23rd and 24th.

If you have any questions, please let us know.

Thank you.

Beth Kaminski  
Principal