



Willingboro Public Schools

Where Excellence is the Expectation

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Dear Parents/Guardians:

Happy New Year! I hope this letter finds you and your family well. The purpose of this letter is to provide an update on our virtual instruction plan. I want to begin by thanking you for your patience, understanding, and support as we continue to navigate through the uncharted waters of virtual instruction. Please be assured that as a district we have been very strategic in our planning for virtual instruction. The following action steps have taken place:

1. Purchased chromebooks to allow students to have a device at home as well as at school.
2. Established Synchronous Learning Support Teams in each of our schools that support teachers with the infusion of technology into instruction.
3. Purchased additional technology equipment, licenses, and platforms to enhance virtual instruction.
4. Redesigned the district website to reflect relevant information, virtual videos, and guidelines about virtual instruction and safety protocols.
5. Provided staff members with summer professional development and six (6) full days of professional development during the school year that focused on virtual learning instructional protocols and curriculum pacing.
6. Provided parent workshops to help support curriculum implementation, virtual learning, and use of technology.
7. Created a Technology Help Desk for parents/guardians and students.
8. Introduced a Uniform Grading Profile to ensure that all students are assessed equitably across the district.
9. Conducted the first of three progress monitoring assessments using the IXL diagnostic platform.
10. Increased instructional time during Option 2 for English Language Arts in the elementary schools to increase time on task for reading, writing, and speaking.

Currently, we are working on introducing a uniform lesson plan template to assist staff members in differentiating instruction to meet the needs of all students. We are also working toward maximizing student engagement by providing additional small-group instructional strategies within the Option 2 instructional model (virtual instruction). We are pleased to announce that students in grades K to 8 will soon receive books for their in-home library with the goal of increasing student literacy.

We are continuing our targeted preparations for the start of Option 1, which is the hybrid instructional model. Option 1 is scheduled to begin on Monday, February 8, 2021. Correspondence will be sent to parents/guardians by January 11, 2021, in regards to Option 1.

Again, I thank you for your collaboration and support. As we continue to engage in virtual instruction through February 5, 2021, we are asking parents/guardians to continue adhering to the following:

1. Students must only use district issued chromebooks while engaging in instruction and must make sure their device is fully charged before school begins each day.
2. Students must turn on their screen during instructional time.
3. Keep the noise level near the student learning space at a minimum so that there is no distraction to instruction.
4. Position the chromebook so that no one can walk behind it (face it toward a wall) and be viewed on the camera by other students.
5. Remind students that inappropriate Internet searches are prohibited. Violations will result in a 30-day suspension of Internet privileges.
6. Students must report to class on-time. Google meetings have a time-stamp so teachers are aware of the time that students enter their class sessions.
7. Students' conduct online must mirror their conduct in the school building. Students are expected to refrain from:
 - a. Making inappropriate faces, gestures or comments
 - b. Displaying an inappropriate virtual background
 - c. Projecting or displaying an inappropriate image
 - d. Bullying or cyberbullying
 - e. Sharing Google Meet links with anyone outside of the class
 - f. Using any remote learning platforms for purposes other than the intended use as directed by their teachers
 - g. Recording, taking photos of, or taking screenshots of any Google Meet sessions
8. Internet outages caused by the household Internet provider should be reported to the school principal immediately.
9. Contact our Tech Support Team at techsupport@wboe.net or (609) 835-8600 x1005 with any questions or concerns. If the tech team cannot address your issue, it will be forwarded to the district staff member who can assist you.

We understand that questions may arise as you are monitoring your child during virtual instruction. We want to do our best to address those concerns. However, in order to maintain the integrity of the instructional time, we ask that you please refrain from discussing concerns with teachers during instructional time. Instead, please contact your child's teacher and/or principal directly through email or by calling the school. If you believe those concerns have not been properly addressed, you can reach me directly at nhackett@wboe.net.

Please remain safe and continue to follow the safety guidelines of social distancing, frequent hand washing, and other health protocols.

I look forward to the return to in-person instruction as soon as it is safely possible to do so.

Thank you,

Dr. Neely Hackett