

Dear Families,

Welcome to the 2020/2021 school year! As the questions come in, I am happy to answer, but I am hoping this helps with a lot of those initial questions. I wanted to send this as an answer and step-by-step guide for what your child would need to do should we have to be distance learning.

Are we going to school or are we distance learning?

If the Oregon Health Department determines that it is acceptable for us to have students on-site, we are looking towards starting with K-3rd students in person on September 14th with an A/B schedule. This means half of the class would come on Monday/Wednesday and the other half on Tuesday/Thursday. Fridays would be alternating for A/B students. Once all students are registered, we will be able to finalize the lists of A and B students. When that is complete, the school will let you know your child's on-site schedule.

Students will be sent home with supplemental work for the "off days" when they are home, and they will be completing tasks in Acellus (more on that below). Students and families will know which Acellus tasks to complete each week by accessing the coursework lists on Google Classroom (see below).

If students are unable to be on-site September 14th, then K-3rd school sessions will happen online from 8:00am-10:30am Monday-Friday. These 2.5 hour sessions will consist of Zoom meetings for core instruction, independent tasks on Acellus, and office hours for support from teachers. If your child is unable to attend the live Zoom lessons, a recording will be available.

Since we are operating upon the direction of the Health Department, there may be a situation where on-site learning must suddenly switch to solely distance learning. We will be prepared with Acellus and Zoom instruction meetings for distance learning for all students.

Some students are doing only distance learning regardless of the guidelines provided by the Health Department. These students will be using Acellus.

How will attendance be tracked?

If students are on-site, teachers will take attendance as they have always done in previous years and there is nothing additional that parents/guardians will need to do. For days when students are working distantly (either because it is their "off day" or because schools are closed due to infection rates), then attendance will be tracked differently. In order to have your child be counted "Present" during distance learning, at least one of the following must happen each school day:

- a. Student attends a live Zoom meeting (watching a recording at a later time will not count for attendance)
- b. Student completes several Acellus tasks each day

If your child is unable to attend the live Zoom or do their Acellus tasks each day, then a parent/guardian must contact the school to check-in. Not doing so will result in your child being marked absent for the day.

Will I need to provide school supplies?

We, at Dufur School, know that families have been hit hard financially due to COVID-19. The uncertainty of on-site vs. distance learning has also made it difficult for families to plan for school supplies. We are fortunate that the District is able to provide all of the basic school supplies for all K-3rd students! This includes crayons, markers, pencils, paper, notebooks, etc. However, we are asking families to provide the following for their children: a backpack, PE shoes, and a water bottle (must stay at school). Your child's teacher might have a few additional special items, and will let you know soon if that is the case. Please know that students will not be sharing items with one another. When students are allowed on-site, they will be given supplies for their sole use.

How do I get into my child's Dufur Email?

Emails were sent out last week (August 25-28) with your child's Dufur email login information. Check your spam folders if you didn't receive the email. It is important to use this login to access the invite for Google Classroom. This is important to access because the link to accept the Google Classroom invite is in this email. Once you login, if you notice that you did not receive the email with the link, please let your child's teacher know and a new one will be sent. You can access your child's email by following these steps:

1. Go to www.dufur.k12.or.us
2. Click "Dufur Gmail" (it's the 3rd red tab from the left)
3. Type (or copy and paste) your child's email address that was sent to you last week
4. Click "Next"
5. Type (or copy and paste) your child's password that was sent to you last week
6. Click "Next"

How do I get into my child's Google Classroom after I have accepted the invite?

1. Go to www.classroom.google.com
2. Click the blue "Go to Classroom" rectangle
3. Sign in using your child's email and password that was sent to you last week

Students will not start working on assignments before September 14th. If you see any coursework posted before then, please do not have your child begin completing the tasks.

How do I log into Acellus?

Kindergarten through 3rd Grade students will have assigned tasks for Acellus posted in Google Classroom. Teachers will update this every week and it is important that your child complete all of the tasks that are assigned (please do not let your child work ahead!). Teachers will not be providing the login information for Acellus until we get closer to the September 14th start date.

1. Log into Google Classroom
2. Under the Classwork Tab, Click on the assignment.
3. Within that assignment, you will see the link for Acellus with the number of tasks to complete during the week. This will take you to the student login page.
4. Log in using the username and password given by your child's teacher.

What if I need additional tech support?

Dufur School Educational Assistants are available to assist with tech support. Please call Dufur school for assistance at 541-467-2509.

We are lucky to have a team through the Columbia Gorge ESD who can help with Chromebook support, connecting to Wifi, and basic troubleshooting. While we as Elementary teachers are happy to help, we are by no means experts with technology. You are welcome to contact the distance learning tech support for help at distance.support@cgesd.k12.or.us

As always, feel free to contact us with any questions you have. Thank you for your support and patience as we work through the ever-changing circumstances.