April 4, 2020

Dear Pine Grove Middle School families,

As you are aware, remote learning for all students will begin on April 6, 2020. Based on our collaboration, below you will find the remote learning plan for Pine Grove Middle School.

**School Schedule**: Will be posted to the school website.

**Office Hours:** Will be posted on the school website and vary by teacher. This is time when parents and students will have “digital” access to staff. Teachers will be available via email and Schoology and able to provide further instruction via Google Meet, as necessary.

**Class Meetings:** This is defined as a “whole group class” meeting using Google Meet once per week per course.  This is an opportunity for students to meet with their teacher and the class to ask/answer questions, reteach/clarify challenges, check-in with students, etc. This is a synchronized class meeting that is approximately 30 minutes.

**Materials**: Potential distribution of computers, chargers, etc. and access to paper copies of materials will be shared once a decision is made for the county.

Included with this letter, you will find the following documents—the TAUP (telecommunication acceptable use policy), the school learning plan, the school schedule, teacher schedules and office hours. The TAUP is something the students are familiar with but we felt it necessary to send it out as a reminder. Administrators will be available throughout each school day as well to support and answers any questions you may have.

We know there are a lot of questions. We worked tried to communicate information as quickly as possible. First and foremost, please remember to take care of yourself because if you don’t you will not be in any shape to support your family. Secondly, schoolwork is important and so is consistency and routines, but we are also living the reality of the situation right along with you. We have asked staff to be flexible with the parents and students as we navigate the roll out of remote learning but we also that we ask for your patience and flexibility too.

Please take time this weekend to go outside and enjoy the weather.

Sincerely,

Deborah W. Magness

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Principal