

Hartland School
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Mrs. Alissa Goguen
Principal

Mrs. Imma Canelli
Superintendent of Schools

March 23, 2020

Dear Hartland Staff and Families,

We have spent the past week working on a remote learning plan for Hartland Staff and students. While many of our teachers have been utilizing Google Classroom, moving to an entire remote learning plan brings distance learning to another level. As we entered the building this week, we realized just how much we miss the hustle of our daily schedules and all the smiling faces in the hallways. Educators are not accustomed to working without students, but luckily, we have been given the task to keep busy with a new challenge of creating distance learning. Here are a few important pieces of information for **March 30th**, when we officially take on a new partnership through remote learning.

As we have worked over this past week preparing for distance learning, we have realized that our ability to provide the same high quality instruction and experiences in this format is not yet possible. Our first priority is to help maintain their current levels, keep students connected with the staff at the school, and provide different learning experiences through facilitated instruction. As we become more skilled with the concept of facilitated remote learning, so will the quality of instruction and experiences that we ask of students and families.

While students are being educated remotely at their homes, our staff intends to maintain contact with students. This communication will be done through electronic means or through the use of phones. We plan to make a personal connection with each student on a weekly basis and have electronic communication with groups of children along with office hours for the middle school grades. Students will have the opportunity to talk about the progress being made on Google Classroom assignments and answer any questions they might have.

All students at Hartland School have been given an email address and assigned to a Google Classroom in order to move forward with remote learning beginning on March 30th. Students in grades K - grade 2 should expect an email from Sherice by Wednesday with all the email address information. Please click on the link for login information and step by step directions on how to get into your child's [Google Classroom](#).

Chromebook usage is constantly monitored by a program we have called Go Guardian. Please talk with your child about appropriate usage of chromebooks as teachers and staff can see what they are looking up and how they are using their chromebooks. Students are still expected to follow the Chromebook Agreement and use their chromebook for educational purposes only. If we notice a student using their chromebooks inappropriately we will be reaching out to you. At this time, we have decided to block youtube as many students are not using it for educational purposes. Some teachers have shared links that students can access if it is a part of their lesson.

In the short time that we have been a part of the Hartland School, we have come to realize that Hartland is a special place with a strong sense of community. This community has always supported one another and pulled through in times of need. We will continue to support one another and ensure that we are doing the best for our staff, students, and families.

Please understand that nowhere in our plan for this school year was there even a distant thought about remote learning. We are more than impressed with the staff at Hartland School who took on this challenge with open arms and have worked tirelessly to develop a plan that is meaningful to children and families. We are sure that there will be challenges throughout this unprecedented time, and not everything will be perfect, but we are all in this together. Please remember, we are here for our Hartland families, so please do not hesitate to reach out for guidance if needed.

Hartland school will be closed at 8:00 Monday evening. Only essential staff will be able to access the building if necessary. You can contact the school at 860-653-7207 or by email to llevan@hartlandschool.com or sbennett@hartlandschool.com if you need assistance.

Try to stay positive during these difficult times and enjoy your families. Do something kind for others and remember all of those on the front lines. We will keep you updated on a regular basis and please continue to check our website for additional coronavirus updates.

Sincerely,

Alissa Goguen

Principal

Imma Canelli

Superintendent