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HERRICKS PUBLIC SCHOOLS

Office of the Assistant Supt. for Curriculum & Instruction

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Dear Herricks Families,

In this latest update of our e-learning plan, we would like to emphasize that synchronous instruction will include some live, “face-to-face” engagement and instruction using Google Meet. Many of our teachers already conduct multiple live sessions a week for their classes and will continue to do so. However, as we are now fast approaching June and the end of a very different kind of school year, we want to ensure that all teachers are having face-to-face interactions with their students.

At the elementary and the secondary levels, teachers will have more face-to-face interactions with students per week. Teachers at the middle school and high school will keep to the [Secondary Schedule](#) already in place. At least one of the two direct instruction days or class meeting times will be live.

Face-to-face interactions may include instruction, but may also take the form of small group lessons, extra help/class meetings, morning meetings, or other activities connecting students with teachers. We encourage all students to have their cameras/webcams on during these sessions.

Teachers will provide students with advance notice of the live session(s) so they may manage their schedules to attend. For students who are unable to attend, some sessions *may* be recorded, as appropriate, to be viewed later.

To ensure the effective and appropriate use of technology during live instruction, we have devised guidelines for students and families. Please take a look at the [Herricks Schools Online Etiquette](#) presentation outlining expectations of participants in these live sessions, which we will be posting on our website.

We look forward to the expansion of our live instruction. Please reach out to your child’s teacher or building administration with any questions or concerns.

Sincerely,

K. Elizabeth Guercin
Assistant Superintendent for Curriculum and Instruction