



University Liggett School

Dear Upper School Families,

I hope this letter finds you safe and well. Like all of you, I have been filled with a range of emotions over these last few weeks and am trying my best to positively embrace the changes and challenges ahead. I am extremely grateful to our faculty and administrative team who have been busy during our break planning, sharing and educating themselves so that your child's learning continues. We have been hard at work preparing for our virtual return to school. I look forward to reconnecting with all of you next week and can't wait to see the faces of our students pop up on my computer. As our "spring break" winds down I wish to share with you the information you will need as we begin remote learning next week.

Remote Learning Delivery

Zoom - Zoom will be the primary video conferencing tool for face-to-face connections between teachers and students. The Zoom app is free and should be downloaded onto the device your child is going to use prior to Tuesday. You can [click here to download the app](#) and take a tour of Zoom. If you have difficulty, [please visit this resource page](#) to find answers to common questions.

Each teacher will have a unique meeting ID for their classroom. These links will be shared directly with your children.

Other Channels - Students may be using Google Classroom, Seesaw and other like learning platforms, as well, based on previous, pre-corona norms. Whipple Hill will still be used as our grading, attendance, and homework communication platform.

Technology Support - If you have difficulty downloading Zoom or have any other tech issues please let me know so that I can connect you with the best person to provide support.

Materials - Available for Pick-up on Thursday, March 26 (see times below)

Pickup time - Thurs. 3/26	Last name
9:00 - 10:00	A,B,C
10:00 - 11:00	D,E,F
11:00 -12:00	G,H,I
12:00- 1:00	J,K,L
1:00 - 2:00	M,N,O
2:00 - 3:00	P,Q,R
3:00 - 4:00	S,T,U,V
4:00 - 5:00	W,X,Y,Z

Please, should your son or daughter need any learning materials here at school take note of pickup times arranged by the first letter of your last name. Please pull into the arts wing at your scheduled time and we'll monitor numbers in the building. I ask with great intention that you plan on being quick. This will not be a social time rather a jump from the car, get what you need, and return home so that we can maintain social distancing and all that comes with that. Please know we have communicated with local authorities and they support this plan.

Schedule

Monday, March 30 will be used as a full day of training for teachers. **Tuesday, March 31** remote learning will get under way. Please expect your children to be in their virtual classrooms according to the same schedule they would normally follow. The virtual class period will be a mixture of synchronous and asynchronous instruction. As we launch remote learning, expect each class to begin with synchronous experiences of varying length. After these experiences, teachers will be available throughout the 75-minute class block to answer questions and provide assistance. We'll also be asking them to connect with their advisors, using the Zoom platform, on Tuesdays and Thursdays during Community Time.

With anything new, there will be highs and lows, success and challenges, and growing pains for all of us. Let's keep in mind that everyone is trying their best. Patience will be needed, and communication will be important. Please reach out to any teacher or administrator for help or answers to questions you may have.

Tips and Suggestions

We all know children do better with set routines, connections, and realistic expectations. With so much unknown this is especially true right now. This article is worthy of sharing:
<https://www.upworthy.com/tips-for-parents-coronavirus>

From past experiences at Liggett I know we will come out of this stronger as a school community. Time and time again I have seen this community step up to help one another in times of need and this will be no different. I know we will support one another with love and patience and will celebrate when we can truly be together again.

Peace,

Brock