



MONROE COUNTY
COMMUNITY SCHOOL CORPORATION
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Contingency Learning Plan Summary for Parents

Updated March 13, 2020

March 13, 2020: No School. We are applying for a waiver from the IDOE for this day of learning.

March 16, 2020 - March 20, 2020: No School. Monroe County Community School Corporation will be on spring break

Week of March 23, 2020 through March 27, 2020

MCCSC teachers will work their contractual hours and be accessible throughout the school day

Teacher Office Hours Monday through Friday

9:00 am - 11:00 am and 1:00 pm - 2:00 pm

March 23, 2020: Learning Packet and Device Pick Up at each building from 11:00 am-2:00 pm. Each school will send out a parent letter outlining their learning packet and device pick up plan including door numbers and location of the items to be distributed. Meal pick up and medication pick up will also be available during the 11:00-2:00 time frame. If you are not able to pick up your packet or device during the 11:00-2:00 time frame please contact your child's school to make alternative arrangements.

- **K-2 Students:** Learning Packets-Student learning will continue through learning packets that are available for pick up on Monday, March 23rd or Wednesday, March 25th from 11:00-2:00. If neither of these times work to pick up your child's packet you can contact your child's school to determine another mutually convenient time. Packets may be returned to the school up to two weeks after school has reopened or during packet pick up times between 11:00-2:00 on Monday and Wednesday. Devices (iPads) will not be sent home for students in grades K-2; however, the content can be printed from Canvas or your child's teacher can email the PDF packet if requested by the parent. Teachers will be available during regular school hours to answer questions.

- **3-6 Students:** Canvas or Learning Packets- Student learning will continue through lessons posted on Canvas. Paper packets for grades 3-6 will also be available with the printed lessons will be available for pick up on Monday, March 23rd or Wednesday, March 25th from 11:00-2:00. Technology support for Canvas is available on the MCCSC home page or an email can be sent to accounts@mccsc.edu . Students can submit assignments through Canvas or return their packets up to two weeks after school has reopened or during drop off packet times between 11:00-2:00. Teachers will be available during regular school hours to answer questions and interact with students via Canvas' embedded message functions.
- **7-12 Students:** Canvas- Students will receive teacher-led instruction for all scheduled classes via Canvas. Students should have taken their iPads (middle school) or laptops (high school) home and be able to access their lessons through our learning management system, Canvas. Supplemental learning materials will be available for pick up, upon request. If your child did not bring home their device, pick up will be available on Monday, March 23rd from 11:00-2:00 or Wednesday, March 25th from 11:00-2:00. Teachers will be available during regular school hours to answer questions and interact with students via Canvas' embedded message functions.

March 25, 2020: Additional opportunity to pick up packets, devices, and meals from 11:00-2:00 at all schools.

Week of March 30, 2020: Anticipated return date. The need to add additional days/weeks of closure will be forthcoming as we continue to work with the Monroe County Health Department and the Indiana Department of Education.

The below table identifies the specific learning plan for students based on their grade level.

Student Grade Band	Device Type	Device/Packet Rollout	Instructional Delivery Format	Alternative Instructional Delivery Learning Format	Learning Packet Distribution Plan	Learning Packet/Device Pick Up Day and Time
K-2	None	Packet pick up on Monday, March 23rd or March 25th from 11-2	Printed Learning Packets	NA	Available on Canvas Can be emailed home Available for parent pick up during specified school hours	Monday <u>or</u> Wednesday Between 11:00 am -2:00 pm
3-6	iPad Charger Sync Cable	Device or Packet pick up on Monday, March 23rd or March 25th from 11-2	Digital materials on Canvas	Printed materials provided on request	Available on Canvas Can be emailed home Available for parent pick up during specified school hours	Monday <u>or</u> Wednesday Between 11:00 am -2:00 pm
7-8	iPad Charger Sync cable	Devices most likely went home via backpack Thursday, March 12th (if your child's device did not go home- pick up device on Monday or	Digital materials on Canvas	Printed materials provided on request	Available on Canvas Can be emailed home Available for parent pick up during	Monday <u>or</u> Wednesday Between 11:00 am -2:00 pm

		Wednesday from 11-2)			specified school hours	
9-12	Laptop Power cord	Devices will go home via backpack each evening (if your child's device did not go home- pick up device on Monday or Wednesday from 11-2 at your child's school)	Digital materials on Canvas	Printed materials provided on request	Available for parent pick up during specified school hours	Monday <u>or</u> Wednesday Between 11:00 am 2:00 pm