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Dear Students, Parents/Guardians, Staff, and Community Members:

Attached is Family Guidance to Support a Continuous Learning Plan. Please make sure that you review it thoroughly for the grade level and school that your child(ren) attend.

Also please review the attached Technology Support Plan. It will be extremely important for students in grades 6-12.

Thank you for your patience as we sail through this uncharted territory. We will provide you updates as we develop revisions and receive new information.

Sincerely,

Paul K. Perzanoski
Superintendent of Schools

attachments



Brunswick School Department Family Guidance to Support Continuous Learning Plan

Please be advised this plan may change as we respond to a dynamic situation

The well being of our students and staff is of the utmost importance to our school community. While schools are closed, students will continue to learn in a remote environment. This plan will provide families with expectations and guidance for remote learning.

Thank you to all families for your flexibility and support as we work together as a community to support our students during what may become a very challenging period.

Method for Delivery of Instruction in Case of School Closure

School	Grades	Instructional Method
Coffin	PreK - 2	Paper Packets
Harriet Beecher Stowe	2-5	Paper Packets
Brunswick Junior High	6-8	Google Classroom
Brunswick High School	9-12	Google Classroom
REAL School	6-12	Google Classroom & Paper Packets

Guidance for Families of Students in Grades PreK-5

- Included below are building schedules for parent/guardian packet pick up, which may be done on Tuesday, 3/17/20 or Wednesday, 3/18/20.
 - ***Please adhere to the schedule, this is intended to prevent large clusters of people picking up at the same time.***
- The packet may be picked up in the front lobby of the school your student attends.
- The initial packet includes two weeks of material. Should schools remain closed beyond the two week period, each week a paper packet of work will be created by the student's classroom teacher.
- If closure extends beyond two weeks, schedules will be provided by your student's school for when to pick up new work packets/drop off completed work packets.
- The packet will be scanned and posted on the website for families who prefer/are unable to pick up the materials.

- If your child receives academic instruction in the Special Education setting you will receive work from his or her case manager as well as the general grade level work. Focus should be given to the individualized materials.
- Teachers, School Counselors, Librarians and Social Workers will be available to correspond via email between 8:00am - 3:00pm.
- If your student becomes ill and is unable to complete assigned work, please notify the main office of your student's school.

Guidance for Families of Students in Grades 6-12

- Included below are building schedules if your student has an urgent need to pick up something from the building. This may only be done on Tuesday, 3/17/20 or Wednesday, 3/18/20.
 - ***Please adhere to the schedule, this is intended to prevent large clusters of people picking up at the same time.***
- Classes for students 6-12 will be conducted using Google Classroom.
- If your student does not have a device, see below for the procedure for computer check out.
- Teachers will post all lesson agendas, assignments and resources on Google Classroom.
- Students are expected to complete all assigned work and engage in virtual activities assigned by teachers.
- If your child receives academic instruction in the Special Education setting you will receive work from his or her case manager as well as the general grade level work. Focus should be given to the individualized materials.
- Teachers, School Counselors, Librarians and Social Workers will be available to correspond via email between 8:00am - 3:00pm.
- If your student becomes ill and is unable to complete assigned work, please notify the main office of your student's school.

Guidance for Families of Students at REAL School

- If you have an urgent need to pick up something from REAL School, please contact the school directly to arrange a time to enter the facility. This must be done on Tuesday, 3/17/20 or Wednesday, 3/18/20.
 - ***Please adhere to the schedule, this is intended to prevent large clusters of people picking up at the same time.***
- Students who requested a paper packet should have them. If you need one and did not receive it please contact your student's teacher.
- There is no need to bring work back in until we reopen. Students should save all their work.
- Packets may be emailed if needed.

- All of our teaching teams have created google classroom sites and invited their students. We have provided chromebooks to students who need them. If you are having difficulty with either please contact your child's teacher via email.
- Teachers will be available to correspond via email between 8:00am - 3:00pm.
- If your student becomes ill and is unable to complete assigned work, please notify the main office of your student's school.

**BSD Schedules for PreK - 5 Packet Pick Up & Urgent Building Access
Tuesday, 3/17/20 & Wednesday, 3/18/20 Only**

Coffin Elementary School Packet Pick Up Tuesday, 3/17/20 & Wednesday, 3/18/20	
Homeroom Teachers	Time
Caron, Condon, Dwyer, Erb	8:00 - 9:30
Fish, Funderburk, Hunt, Jones	9:30 - 11:00
Jordan, Kaiser, Latini, Lemont	11:00 - 12:30
Lowe, Lucas, Martin, McCann	12:30 - 2:00
McInnis, Plante, Sciacca, Stinson, Thomas, Valente	2:00 - 4:00

Harriet Beecher Stowe Elementary School Packet Pick Up Tuesday, 3/17/20 & Wednesday, 3/18/20		
Grade	Homeroom Teachers	Time
2nd	Bennoch, Kavanaugh	9:00 - 9:30
	Priest, Collins	9:30 - 10:00
	Taylor, Orr, Lancaster	10:00 - 10:30
3rd	DeCamilla, Riley, Libby	10:30 - 11:00
	Novak, Wilson, Langtry	11:00 - 11:30
	LaPointe, Copp, Delamarter	11:30 - 12:00
4th	Thayer, Joyce, Kovach	12:00 - 12:30
	Wilson, Larrabee, Viola	12:30 - 1:00
	Kenyon, Hammer	1:00 - 1:30
5th	Palopoli, Feigner, Kovach	1:30 - 2:00
	Dugas, Greene, Colson	2:00 - 2:30
	Mazerolle, Brescia	2:30 - 3:00

**BSD Schedules for 6-12 Urgent Building Access
Tuesday, 3/17/20 & Wednesday, 3/18/20 Only**

Brunswick Junior High School Access Schedule Tuesday, 3/17/20 & Wednesday, 3/18/20	
Students With Last Name Starting With:	Time
A - B	8:00 - 8:30
C - D	8:30 - 9:00
E - H	9:00 - 9:30
I - L	9:30 - 10:00
M - N	10:00 - 10:30
O - R	10:30 - 11:00
S - U	11:00 - 11:30
V - Z	11:30 - 12:00

Brunswick High School Access Schedule Tuesday, 3/17/20 & Wednesday, 3/18/20	
Students With Last Name Starting With:	Time
A - B	8:00 - 8:30
C - D	8:30 - 9:00
E - H	9:00 - 9:30
I - L	9:30 - 10:00
M - N	10:00 - 10:30
O - R	10:30 - 11:00
S - U	11:00 - 11:30
V - Z	11:30 - 12:00



Brunswick School Department Technology Support

Access to Technology For Students in Grades 6-12

- Students who do not have access to a computer will be able to sign out a device.
- Students in grades 6-8 will pick up devices in the junior high gymnasium.
 - *Students should enter through the gymnasium door, not the front entrance.*
- Students in grades 9-12 will pick up devices in the high school cafeteria.
 - *Students should enter through the cafeteria door, not the front entrance.*
- Contact the Technology Department at **319-1990** to schedule a time for computer pick-up. **Please do not show up at a building without an appointment time.**

Internet Access

If you do not have home access to the internet, xfinity has opened up all their WiFi hotspots for free so kids will be able to log on at certain locations in their hometown areas to do schoolwork. The locations of Xfinity Hotspots in Brunswick are as follows: Pleasant Street, Middle Street, Maine Street, Dunning Street, Cumberland Street, Union Street, Park Row, Center Street, Elm Street. The following link provides additional information: www.xfinity.com/wifi