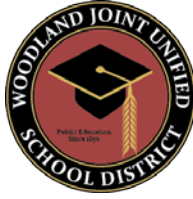


WOODLAND JOINT UNIFIED SCHOOL DISTRICT

"Excellence for All"

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Educational Services Division
435 Sixth Street
Woodland, CA 95695

District Website: www.wjUSD.org

Thomas Pritchard, Superintendent

Friday, April 10, 2020

Dear WJUSD Families,

On March 13, 2020, our Superintendent, Thomas Pritchard, announced the initial temporary closure of our school campuses. This action of closure was done with guidance from the Yolo County Office of Education and the Yolo County Health Department as a means to mitigate the spread of the COVID-19 virus. Recently, Superintendent Pritchard announced the extension of the campus closures through the end of the school year. While our campuses remain closed, school and academic instruction will continue through the process of Distance Learning. This new phase in our educational system will begin on Monday, April 20th and will continue through the end of the school year, June 5th, 2020.

Over the past two weeks, teachers have been working diligently to create a schedule and lessons that will continue to support the academic instruction of all students. The primary method by which instruction will occur will be through online resources. Teachers will be hosting classes through a system called Google Classroom and will be posting assignments for students to complete, both independently and with support from the teacher.

The transition to distance learning may be challenging for families. Parents will need to think differently about how to support their children; how to create structures and routines that allow their children to be successful; and how to monitor and support their children's learning. Some students will thrive with distance learning, while others may struggle. Attached to this letter is a flyer that may provide guidance and support to you and your family during this time of Distance Learning.

We understand that this transition to Distance Learning will not replace the learning that occurs in a regular classroom, but it can still be a time for exploration and academic growth. We anticipate having to be flexible as we establish new routines for our classroom and eagerly look forward to the opportunity to regularly reconnect with our students once again. In order to facilitate the learning for Distance Learning, a schedule has been developed based upon the grade level of your student. Please see the schedules below and note which pertain to you and your family.

The primary goal of Distance Learning will be to remain connected with our students and attend to their social, emotional, and academic needs. This has and will continue to be the focus of the educational staff at WJUSD. As we continue throughout the remainder of the school year, please continue to stay aware of additional information and updates from the District Office.

Sincerely,

The Educational Services Department



1

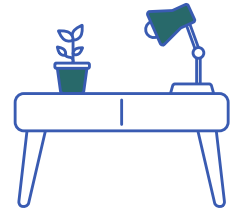
ESTABLISH ROUTINES & EXPECTATIONS

Keep your regular wake-up and bedtime routines - Don't let them stay up late and sleep in! Set up hours for school work. Encourage kids to move often and take breaks when they study. Set them up for success from day one!

2

DEFINE A PHYSICAL SPACE FOR STUDYING

Try to find a space that can be monitored with a strong wireless internet signal. This is where your child will learn most of the time, so it should be quiet at times.



3

STAY IN TOUCH WITH TEACHERS

Teachers will reach out to parents via email or app platform, when and as necessary. Please read and respond to those messages in a timely manner, and let the teacher know if your child is having difficulty.



4

BEGIN & END EACH DAY WITH A CHECK-IN

As the learning day begins, ask "What are you learning today? What resources do you need? How can I support you?" End each day with similar questions.



ESTABLISH TIMES FOR QUIET & REFLECTION

Headphones can be a great opportunity for learners to focus and avoid distraction. Depending on the devices available in your home, you may also need to stagger online work time if you have multiple children.

5



ENCOURAGE PHYSICAL ACTIVITY & EXERCISE

Movement and exercise is vital to health, wellbeing, and to learning. Look for activities recommended by WJUSD PE teachers, and do them as a family.

Have your child pitch in around the house for chores and maintain a level of responsibility appropriate to their age.

7

TAKE AN ACTIVE ROLE

Learning happens when you have the opportunity to process and engage with others. Engage your child in conversation about what they are learning and have them show you their work. It's okay if they struggle a little, but let the teacher know if your child is unable to do the work on their own.



8

MONITOR SCREEN TIME

We do not want our student staring at a screen for 7+ hours a day. Our goal is to find a balance between online and off-line learning experiences. Faculty will be assessing and adjusting as we move forward.

10

HOW THEY FEEL MATTERS

A Distance Learning Plan is enacted when a serious emergency in our district has occurred. Students may experience a range of emotions from fear to stress to anxiety. Be mindful not to transfer adult worries and fears to them. Keep a normal routine, and reach out to a counselor if the levels of worry are too high.



9

SET RULES ABOUT SOCIAL MEDIA

There's always excitement and uncertainty when there is a significant change to routine, like school. Social media apps (Tik Tok, SnapChat, Instagram) are NOT official, school-sanctioned channels of communication. Please monitor these and remind your child to be polite, respectful and appropriate online. A student's written word and tone can offend or cause harm to others.

CLASS MEETING GUIDELINES



SET UP BEFORE MEETING TIME



1 Get ready to login a few minutes before the scheduled meeting. Use the bathroom and eat before the meeting starts. Your computer should be charged and you should have the supplies that you need close by.

YOUR ATTENTION IS ON THE TEACHER OR SPEAKER



2 Avoid distractions and focus on the meeting. You have limited time with your class and teacher in distance learning - take advantage of this valuable time to connect with your teacher and peers!



USE THE MUTE BUTTON



Mute yourself to allow others to hear. Unmute yourself when the teacher calls on you.

ALLOW OTHERS TIME TO SHARE

Participating in a Google Meet is different than in a regular classroom. Pay attention to your teacher and participate as much as possible while still allowing everyone else time to share.

BE RESPECTFUL



Regular classroom rules still apply. Speak respectfully to your teacher and other students.

DRESS APPROPRIATELY



Wear clothes that follow the WJUSD Dress Code.

USE THE CHAT FEATURE APPROPRIATELY

Keep the conversation in the chat focused on the topic of discussion. Use it to ask questions and provide responses to your teacher. Be patient with others who are struggling with the technology.

USE GOOGLE MEET FOR EDUCATIONAL PURPOSES

Google Meet is for teachers to use to check in with students and provide instruction. Meeting codes are only for the students in the class and should not be shared.

STAY ENGAGED!



Distance learning is not the same as classroom instruction and there are going to be challenges. If you find yourself becoming unmotivated to keep up with your work, reach out to your teacher.

DO YOUR BEST WORK

Complete assignments with integrity and academic honesty, doing your best work. Do your best to meet timelines & commitments, and let your teacher know when you need help.



Woodland Joint Unified School District

Notice to Parents/Guardians Regarding Online Learning during COVID-19 School Closures

Dear Parents/Guardians, please read this Notice in its entirety. The intent of this Notice to Parents/Guardians Regarding Online Learning during COVID-19 School Closures (“Notice”) is provided to address the unprecedented closure of schools arising out of the Coronavirus pandemic and the effects the school closures will have on Woodland Joint Unified School District’s (“District”) ability to provide enrichment and instruction to its students. This Notice is subject to change based on the increasing information received from the state and federal government and their respective Departments of Education, and from the practical lessons learned as the District rolls out its Online Learning Platform. This Notice is also in accord with Governor Newsom’s Executive Order N-26-20, which allows the District to offer distance learning or independent study to impacted students during the COVID-19 pandemic. To the extent, any state or local law might have been interpreted to the contrary, that law is waived. Further, this Notice is designed to adhere to the information provided by the United States Department of Education’s FERPA & VIRTUAL LEARNING DURING COVID-19 March 30, 2020 guidance.

This Notice is also provided to prevent unauthorized access and other unlawful activities by users online, prevent unauthorized disclosure of, or access to, sensitive information, and to comply with legislation including, but not limited to, the Children’s Internet Protection Act (CIPA), Children’s Online Privacy Protection Act (COPPA), Family Educational Rights and Privacy Act (FERPA), and the California Electronic Communications Privacy Act (CalECPA). Furthermore, the Notice delineates the educational purpose of the DISTRICT Online Learning Platform.

As used in this Notice, “Online Learning Platform and associated applications” includes direct and/or indirect instruction provided by the District and/or its employees or representatives via any and all electronic means and platforms including, but not limited to, Google Hangout/Meet, SeeSaw, email, instant/private messaging, virtual office hours, videoconferencing, and/or prerecorded lessons. As used in this Notice, “user” includes anyone using computers, tablets, Internet, email, and/or any other forms of electronic communication or equipment, whether or not provided by the District, and regardless of the physical location of the user and/or the electronic equipment or platform(s) used, to access or communicate with or through the Online Learning Platform and associated applications. As used in this Notice, “parent” is defined as a biological or adoptive parent, legal guardian, or educational rights holder who has rights to access pupil record information. **Only parents of current District students and currently enrolled District students are authorized users of the Online Learning Platform and associated applications and only users may access or use the District Online Learning Platform and associated applications.**

The District uses technology protection measures to block or filter access, as much as reasonably possible, to visual and written depictions that are obscene, pornographic, or harmful to minors over the Online Learning Platform and associated applications. The District will implement available and appropriate measures to ensure its Online Learning Platform and associated applications are secure against any and all potential cyber security threats. This may include blocking access to some or all of the District Online Learning Platform and associated applications, including, but not limited to, email, videoconferencing, data management and reporting tools, and other web applications.

Notwithstanding the efforts made by the District to use blocking and filtering mechanisms, **users should have no expectation of privacy regarding their use of District equipment, network, accounts, and/or Internet access or files, including electronic communications with District accounts.**

Parent & Student Responsibility

By using the District Online Learning Platform and associated applications, you acknowledge that you understand and agree to all of the following user requirements:

- Parent/Student will practice positive digital citizenship, including appropriate behavior and contributions during videoconference instruction and all other electronic communications. Parent/Student will not engage in behavior that disrupts the learning environment or videoconference instruction or compromises school and student safety and security.
- Parent/Student will not record any videoconference or audio instruction without the teacher and school principal's consent, and understands that any recording without such consent violates Education Code section 51512, which states in pertinent part:

Use by any person, including a pupil, of any electronic listening or recording device in any classroom of the elementary and secondary schools without the prior consent of the teacher and the principal of the school given to promote an educational purpose disrupts and impairs the teaching process and discipline in the elementary and secondary schools, and such use is prohibited. Any person, other than a pupil, who willfully violates this section, shall be guilty of a misdemeanor.

Any pupil violating this section shall be subject to appropriate disciplinary action.

- Parent/Student will not share personal information about themselves or others, including, but not limited to, names, home addresses, telephone numbers, birth dates, or email addresses.
- Parent/Student will abide by all laws, this Online Learning Policy and all District policies including, but not limited to, the District's Technology Use Agreements.
- Parent/Student will not share any passwords or classroom links with anyone nor directly or indirectly allow another person to use them.
- Parent/Student will not access the account information of others.
- Parent/Student will log out of classroom links when online instruction has ended in order to maintain privacy and security.
- Parent/Student will not use the District Online Learning Platform and associated applications or District equipment to obtain unauthorized information, attempt to access information protected by privacy laws, or impersonate other users or persons.
- Parent/Student will comply with all District guidelines and expectations for use and participation in programs offered through the District Online Learning Platform, including student participation during both synchronous and asynchronous learning opportunities. The District's guidelines and expectations may be communicated through a variety of means, including, but not limited to, directions and expectations communicated by individual teachers.
- Parent/Student will report system security weaknesses or security events to the District.

Consequences for Inappropriate Use

Misuse of District Online Learning Platform and associated applications will result in restricted access. Failure to uphold the requirements and responsibilities listed above is misuse. Such misuse may also lead to legal action.

Disclaimer

The District makes no guarantees about the quality of the electronic platform services provided including, but not limited to, SeeSaw, Google Hangout, etc., and is not liable for any claims, losses, damages, costs, or other obligations arising from use of said platforms.

The District reserves the right to revise this Notice at any time and user agrees to be bound by any revisions, regardless of when user initially began using the Online Learning Platform and associated applications and/or agreed to the terms of this Notice. The District will date and post the most current version of this Notice on the District website at <https://www.wjUSD.org/> Any changes will be effective upon posting the revised version of this Notice (or such later effective date as may be indicated) and such updated Notice will be applicable to users and uses of the Online Learning Platform and associated applications. By using the District's Online Learning Platform, Parent/Student agrees to follow and be bound by the requirements stated in this Notice and no other notice is required to be provided to the user. Parent/Student is encouraged to review this Notice each time student uses the Online Learning Platform and associated applications. Parent/Student is not required to sign the new version(s) of the Notice, if any, or otherwise reaffirm their consent.

Internet Options in the WJUSD Area

Cellular/Mobile Options

- T Mobile <https://www.t-mobile.com/>
- Sprint <https://www.sprint.com/>
- Verizon <https://www.verizonwireless.com/>
- AT&T <https://www.att.com/shop/internet/access#!/>

Home Internet Provider Options

❖ Woodland City Limits

- AT&T Access: <https://m.att.com/shopmobile/internet/access#!/startedStep>
- AT&T Internet: <https://www.att.com/internet/>
- Wave broadband: <https://residential.wavebroadband.com/internet/>
- Sonic Internet: <https://www.sonic.com/cov19>

❖ Knights Landing

- Viasat Satellite: <https://www.viasat.com/internet>
- HughesNet Satellite: <https://www.hughesnet.com/get-started>
- Wave broadband: <https://residential.wavebroadband.com/internet/>

❖ Town of Yolo

- HughesNet Satellite <https://www.hughesnet.com/get-started>
- Viasat Satellite <https://www.viasat.com/internet>

❖ Wild Wings Community

- AT&T Access <https://m.att.com/shopmobile/internet/access#!/startedStep>
- AT&T Internet: <https://www.att.com/internet/>

TK-6th Grade Distance Learning Plan



*This is a **SUGGESTED** schedule for TK-6th Grade. Please allow flexibility for young learners!*

Your child's teacher will post weekly lessons via Google Classroom or SeeSaw.

Monday - Friday	
8:00 am	<p>WAKE UP! Get ready for an awesome day! Eat breakfast, get dressed, brush teeth, and make bed.</p>
8:30 am	English Language Arts
9:00 am	Brain Break: do some stretches and help around the house
9:15 am	Math Time
9:45 am	PE and Music
10:15 am	Snack time: eat something HEALTHY
10:15	ELD/ALD/SLD
10:40	Journal Writing
11:00 am - 1:00 pm	<p>Any child under age 18 can get lunch and the following day's breakfast at any of these sites: Gibson Elementary, Prairie Elementary, Tafoya Elementary, Sci-Tech Academy, Lee Middle School, Douglass Middle School, Pioneer High School, Woodland High School, Cache Creek High School, No proof of address or need is required.</p>
1:00 pm	Science or Social Science
1:30 pm	<ul style="list-style-type: none"> • Hour of Code • Draw Everyday • Daily Lunch Doodle with Mo Willems • At Home Art • STEM Resources • Metropolitan Museum Kids • Art For Kids
2:30 pm	<p>Walk, run, ride your bike outside, get that heart pumping! Relax, go outside, work on passions, time with family, dinner, a LITTLE social media</p>
8:00 pm	Lights out, time to sleep! NO ELECTRONICS

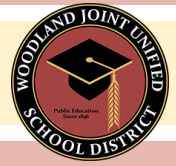
Individual teachers will reach out to students and parents to let them know the class schedule for Online Class Meetings or "Hangouts."

Meetings will happen sometime between 8:00-11:00 in the morning, twice a week.



#WoodlandSchools

DMS Distance Learning Plan



		Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am	Wake Up!	Get ready for an awesome day! Eat breakfast, get dressed, brush teeth, and make bed.				
8:30-9:00 am	Online Class Meetings	Period 0		Period 0		Student Independent Work Time Submit Assignments
9:10-9:40 am	Online Class Meetings	Period 1	Period 5/6	Period 1	Period 5/6	
9:50-10:20 am	Online Class Meetings	Period 2	Period 7	Period 2	Period 7	
10:30-11:00 am	Online Class Meetings	Period 4	Period 8	Period 4	Period 8	
11:00 am - 1:00 pm	Lunch	<p><i>Any child under age 18 can get lunch and the following day's breakfast at any of these sites: Gibson Elementary, Prairie Elementary, Tafoya Elementary, Sci-Tech Academy, Lee Middle School, Douglass Middle School, Pioneer High School, Woodland High School, Cache Creek High</i></p> <p><i>No proof of address or need is required.</i></p>				
1:00-2:00 pm	Student Work Time	Teacher Office Hours/Work on Assignments				Student Independent Work Time
2:00-3:00 pm	Student Work Time	Work on Assignments				Submit Assignments
3:30 pm	You Time	Walk, run, ride your bike outside, get that heart pumping! Relax, go outside, work on passions , time with family, dinner, a LITTLE social media				
10:00 pm	Bedtime	Lights out, time to sleep! NO ELECTRONICS				



#WoodlandSchools

Find online at: bit.ly/WJUSD78



LMS Distance Learning Plan



		Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am	Wake Up!	Get ready for an awesome day! Eat breakfast, get dressed, brush teeth, and make bed.				
8:30-9:00 am	Online Class Meetings	Period 0		Period 0		Student Independent Work Time Submit Assignments
9:10-9:40 am	Online Class Meetings	Period 1	Period 4	Period 1	Period 4	
9:50-10:20 am	Online Class Meetings	Period 2	Period 5	Period 2	Period 5	
10:30-11:00 am	Online Class Meetings	Period 3	Period 6	Period 3	Period 6	
11:00 am - 1:00 pm	Lunch	<p><i>Any child under age 18 can get lunch and the following day's breakfast at any of these sites: Gibson Elementary, Prairie Elementary, Tafoya Elementary, Sci-Tech Academy, Lee Middle School, Douglass Middle School, Pioneer High School, Woodland High School, Cache Creek High</i></p> <p><i>No proof of address or need is required.</i></p>				
1:00-2:00 pm	Student Work Time	Teacher Office Hours/Work on Assignments				Student Independent Work Time
2:00-3:00 pm	Student Work Time	Work on Assignments				Submit Assignments
3:30 pm	You Time	Walk, run, ride your bike outside, get that heart pumping! Relax, go outside, work on passions , time with family, dinner, a LITTLE social media				
10:00 pm	Bedtime	Lights out, time to sleep! NO ELECTRONICS				



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PHS/WHS Distance Learning Plan



		Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am	Wake Up!	Get ready for an awesome day! Eat breakfast, get dressed, brush teeth, and make bed.				
8:30-9:00 am	Online Class Meetings	Period 0	Period 4	Period 0	Period 4	Student Independent Work Time Submit Assignments
9:10-9:40 am	Online Class Meetings	Period 1	Period 5	Period 1	Period 5	
9:50-10:20 am	Online Class Meetings	Period 2	Period 6	Period 2	Period 6	
10:30-11:00 am	Online Class Meetings	Period 3	Period 7	Period 3	Period 7	
11:00 am - 1:00 pm	Lunch	<p><i>Any child under age 18 can get lunch and the following day's breakfast at any of these sites: Gibson Elementary, Prairie Elementary, Tafoya Elementary, Sci-Tech Academy, Lee Middle School, Douglass Middle School, Pioneer High School, Woodland High School, Cache Creek High</i></p> <p><i>No proof of address or need is required.</i></p>				
1:00-2:00 pm	Student Work Time	Teacher Office Hours/Work on Assignments				Student Independent Work Time
2:00-3:00 pm	Student Work Time	Work on Assignments				Submit Assignments
3:30 pm	You Time	Walk, run, ride your bike outside, get that heart pumping! Relax, go outside, work on passions , time with family, dinner, a LITTLE social media				
10:00 pm	Bedtime	Lights out, time to sleep! NO ELECTRONICS				

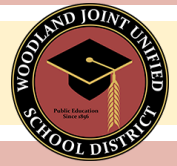


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CCHS Distance Learning Plan



		Monday	Tuesday	Wednesday	Thursday	Friday
8:00 am	Wake Up!	Get ready for an awesome day! Eat breakfast, get dressed, brush teeth, and make bed.				
9:00-9:30 am	Online Class Meetings	Advisory	ELA	Advisory	ELA	ELA
9:45-10:15 am	Online Class Meetings	Math	Science	Math	Science	Math
10:15-11:00 am	Student Work Time	Teacher Office Hours/Work on Assignments				
11:00 am - 1:00 pm	Lunch	<p><i>Any child under age 18 can get lunch and the following day's breakfast at any of these sites: Gibson Elementary, Prairie Elementary, Tafoya Elementary, Sci-Tech Academy, Lee Middle School, Douglass Middle School, Pioneer High School, Woodland High School, Cache Creek High</i></p> <p><i>No proof of address or need is required.</i></p>				
1:00-1:30 pm	Online Class Meetings	Social Science Rtl Office Hours	Rtl Office Hours	Social Science Rtl Office Hours	Rtl Office Hours	Art and Music Rtl Office Hours
1:30-2:30 pm	Student Work Time	Counselor Office Hours/Work on Assignments				
3:30 pm	You Time	Walk, run, ride your bike outside, get that heart pumping! Relax, go outside, work on passions , time with family, dinner, a LITTLE social media				
10:00 pm	Bedtime	Lights out, time to sleep! NO ELECTRONICS				



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Find online at: bit.ly/WJUSD912

