**Letter to school boards from superintendents**

Month XX, 2020

To: XX District School Board members   
Re: Supporting your important work in the community

First and foremost, thank you for all of the work you’ve done in response to the historic call-to-action to help our students, families, and community through these extraordinary and uncertain times. We are grateful for your partnership in developing our interim Distance Learning for All interim plan last spring and helping us cross the finish line to complete the 2019–20 school year.

Recognizing that you are frontline ambassadors to the community, we are committed to supporting by providing you with regular information on developments and also the support and tools that you can use to most effectively communicate critical information to the community.  
  
We are mindful of the angst and uncertainty many of our families are experiencing as they await more information about what learning will look like for their children this fall. To that end, we are hopeful that you can help share important details about our comprehensive plan with your networks and among trusted messengers in the community.

Below you will find a general update on the implementation of our *Operational Blueprint for Reentry*—that you helped develop—and some messaging around our Comprehensive Distance Learning plan rollout.

Working in close collaboration with health, education, and community partners, our plan for reentryaddresses:

* Our foremost priority of keeping our community safe and healthy
* The instructional needs of district families
* Overcoming barriers to learning
* Considerations for how to remain nimble and responsive to any changes in the prevalence of COVID-19 within the community

The blueprint SELECT ONE: 1) now awaits final approval or 2) was approved on XX. Please help us in encouraging district families and key partners to review this plan in its entirety. It can be found on the district’s/ESD’s website, add link here.

Please share these highlights of our **Comprehensive Distance Learning (CDL) model of instruction** as you communicate with members of the community:

* Our CDL follows state guidance and offers at least 50 percent of instructional time to consist of students learning together by teacher-led, real-time online classes, calls, and video conferencing
* Our CDL reinstates instructional time requirements to ensure a restored full year of learning time with focused on real-time, interactive, teacher-led instruction
* “Asynchronous” learning activities are provided for students to complete at their own pace through video assignments, projects, packets, etc., comprising less than 50 percent of instruction time
* Non-instruction time for nutrition and wellness is also recommended daily
* Support for English language learners, TAG, SPED, federal title programs, and other services will be provided through real-time opportunities as well
* Time for peer-to-peer and family-teacher interaction is required
* We have a plan to address digital learning needs, including infrastructure, devices, software system, digital content, and professional development needs

Our CDL applies improved standards to your student’s learning and is intended to provide consistency and quality learning opportunities. IF NOT YET FINALIZED: As mentioned above, our next steps to finalize the plan are\_\_\_\_\_\_\_\_\_.

Finally, our community will need regular, transparent communication from us. In addition to the family engagement opportunities included in the Plan, we will provide regular updates to learn more about our reentry plan, digital learning, and the continued evolution of our plans to re-open schools.

Thank you for helping us convey to the community that families and the larger community are essential partners in this process and we are grateful to the staff, students, families, tribes, community organizations, early learning and childcare providers, *and most certainly you*.

Together, we have proven we are stronger when we work together, and we all have a part to play. On behalf of all of us at the district, thank you for your patience, partnership, and ideas as we forge this path forward.

Signature

Possible attachments:

* PPT presentation
* Letter to families/community (as a reference)