



THE
MERIDIAN
SCHOOL

Distance Learning Guidelines

In the event of an extended school closure, The Meridian School will initiate a Distance Learning Plan. The goal of distance learning is to continue students' conceptual understanding and skill development and to continue planned learning as much as possible.

In the event of a school closure, Meridian will follow the below timing:

Day 1 of closure - No action required for teachers or students

Day 2-3 of closure - Teachers will email home choice boards to the grade level email list, allowing teachers time to prepare lessons for distance learning

Day 4 and beyond - Teachers will plan online lessons and post via Google Classroom

Below are guidelines to help with planning and to ensure consistency across the grade-levels.

Choice Boards (Day 2 - 3)

Choice boards (tic tac toe, Learning Menus, etc) will be provided for each grade-level that teachers can send directly to families, or that can be modified and then sent to families. If grade-levels prefer to create their own, templates will be provided. Choice Boards will be sent out on Day 2 of the closure. Families will also be provided with their child's login information for myON, IXL, Google and Typing Club. Students can engage on these sites, if they would like additional activities.

Distance Learning (Day 4 and Beyond)

1. Each grade-level will create a shared Google Classroom or SeeSaw page. If grade-levels are already using Google Classroom, the existing page can be used.
2. Activities and assignments will be posted each day for Math, Reading, Writing and Word Study. Please aim for the following time frames: Homeroom work - 90 minutes a day, Specialists activities - 20-30 minutes, Science/Social Studies - 20-30 minutes. Science activities will be posted once a week on Wednesdays and Social Studies activities will be posted once a week on Friday.
3. Specialist activities will be posted on Monday. Specialists will post on each grade-level's Google Classroom or SeeSaw page.
4. A daily checklist will be posted, listing all of the activities and assignments for the day. Each assignment post should include an approximate time expectation (spend xx minutes on...) and the expectation for turning it in. Provide a pdf of all materials so parents may print for students. Remember that many parents want to reduce the amount of time their children will be on screens. There are students who do not have internet access. These cases will be addressed on an as-needed basis.

5. Videos can be posted of mini-lessons, read alouds, discussion points, etc.
6. BrainPop, myON and other websites can be used as resources.
7. Grades 2-5 will hold a 15-30 minute Zoom meeting once a week for students. These meetings can serve a variety of purposes - a morning meeting, a discussion, a mini-lesson, etc. Grades K and 1 will post at least 1 video a week of a similar session as stated above. Each classroom teacher and learning specialists have been provided with a pro license for Zoom. Specialists and Associate Faculty have been assigned basic accounts. Please use your meridian account for zoom, even if you have a previously existing Zoom account.
8. Team members will equitably divide preparation of lessons and activities.
9. Learning Specialists will support their teams and families as needed for support and extension activities.
10. Classroom teachers will be available for office hours each morning from 10-11. A zoom meeting will be created for each day and linked on the Google Classroom page. Students and parents with general questions can join this group meeting. For parents with individual questions, a separate zoom meeting will be arranged.
11. Online posts will be up by 4:00 pm for the following day.

Teacher Checklist

- Post by 4 pm each day
- Provide a pdf of lessons for families to print out
- Include a variety of presentation and learning modalities over the course of the week (videos, mini-lessons, written, etc)
- Check all links

Helpful Resources -

[BrainPop](#) - log in information coming soon

[myON](#) - individual log ins

[How to set up a google classroom](#)

Student Passwords

Educator Temporary School Closure for Online Learning - Facebook group

[Flip Grid](#)

[Screen castify](#)

[Padlet](#)

[Google Classroom youtube channel](#)

[Insert Learning](#)