April 5, 2020

Dear SDNR Students and Parents,

Impressed does not begin to describe what students, parents, and our team of staff members are doing in a time where there is no road map. As you have often heard me quote, Ralph Waldo Emerson “Do not go where the path may lead, go instead where there is no path and leave a trail” those words could not be more true than on this day.

Our focus from the start in preparing for this extended closure has been to provide continued education for all students at each level that is effectively communicated through the duration of the public health emergency. This includes all extra-curricular activities. Students are not allowed on District property per Governor Evers’ school closure proclamation.

The purpose of this letter is to provide a broad overview of how the SDNR will provide continued education during this extended closure. As a family, you can expect the following, which will be communicated from each of your respective levels. As we approach this second round of remote learning, we again would like to thank you for the time and effort you are putting in with your child(ren) to continue their education during this time. The assignments are to help engage your child in learning and will assist in their development. We have found that the best way to have success in learning is to have a consistent routine with your children, find what works for your family, and do your best to stick with it.

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**Hillside, Paperjack and Starr Elementary School (Students in grades K-5)**

- In the grade levels of K-2, the expectation is that students read for 20-30 minutes each day (or at lower grades it may be reading to someone or someone reading to them). For writing, they are expected to write for 20-30 minutes each day. Included will be examples of what kinds of writing the students might be doing and other possible reading activities. Kindergarten through 2nd grade teachers will be sharing learning expectations with families. Kindergarten will share math activities. 1st and 2nd grade teachers will share math choice boards to provide additional ways to reinforce learning. K-1st grade parents are asked to count with their child for each missed school day (new ideas for how to count are included). K-2nd parents are asked to play one math game with their child each day. Teachers may provide optional activities to parents.

- In the grade levels of 3-5, the expectation is for students to read for 30-45 minutes each day and write approximately 1/2 to 1 page about a topic they choose. 3rd through 5th grade teachers will be sharing Math choice boards that include activities with hands on/real life application of math being created. i.e. double a recipe, collect sticks to make a tower and measure to the nearest half inch etc. Choice activities will reinforce essential standards already taught, optional activities/websites provided for extensions, additional math game options will be added.

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**New Richmond Middle School (Students in grades 6-8)**

- For April 6-24, all learning activities continue to be accessible through the New Richmond Middle School webpage. Please click [HERE](#) and use the following link to get you to the Grade Level Houses page.

- Please select the house that your child is in to find the Extended Closure Calendar, which contains the activities, and resources for all learning tasks as well as staff contact and “office hours” during the extended closure. If you have questions regarding any of this information, please do not hesitate to reach out to any of your child’s teachers.
Middle School students will have activities and work in all areas equaling about 2-3 hours of work per day. Your child should be aware and have knowledge in how to do these things, if not please contact one of their teachers. Staff will be available to assist and answer questions during their online “office hours”. Please see their Extended Closure Calendars for specific times and days. When in doubt of what to do with your students, have them read, write, think and do something math related. These things will keep their brains engaged and active.

- All NRMS class grades will be Pass / Fail for quarter 4 and Term 5.
  - Pass / Fail Grading Definitions
    - PASS: Student must meet or exceed class learning targets. A Pass for a grade means the student has earned a D- (59.5%) or higher.
    - FAIL: Student has not met minimum class learning targets. A Fail for a grade means the student failed the course and earned an F (less than 59.5%).

Homeroom teachers will be reaching out each Monday to check in with their students. They will be the main contact reaching out. If there are specific questions regarding learning activities, please contact that teacher directly.

Starting April 6, students will change their Encore classes. Please look for an email from your student’s Encore teacher for their new rotation.

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**New Richmond High School (Students in grade 9-12)**

- All learning activities are accessible through this [NRHS School Closure and Remote Learning Plan Link](#).
- Quarter 3 Grades: Third quarter ended March 20. All students will have until April 6 to submit late work. Third quarter grades will be calculated as usual based on teacher gradebook set-up.
- All NRHS course grades will be Pass / Fail for quarter 4 and semester 2.
- Pass / Fail Grading Definitions
  - PASS: Student must meet or exceed class learning targets. A Pass for a grade means the student has earned a D- (59.5%) or higher.
  - FAIL: Student has not met minimum class learning targets. A Fail for a grade means the student failed the course and earned an F (less than 59.5%).
- All classes will continue with a reduced load and reduced pace.
- Students will have 3-4 hours of total homework per day for all classes. This is approximately 30-45 minutes of homework per day for each class.
- Enriched, Advanced Placement, Project Lead the Way, WITC and dual credit classes will be using Pass / Fail for NRHS grades and credit. However, students will still be required to meet sponsor institution/program requirements to earn the dual credit at that institution/program.
- Enriched, Advanced Placement, Project Lead the Way, WITC and dual credit classes will follow their curriculum as best they can. These classes may have to exceed the 30-45 minutes per class per day limit.
- **Students are expected to complete homework weekly by the due date and to check-in with their teachers each week. Students that fail to do this are at a higher risk of failing for quarter 4 and semester 2.**
- We need parents to partner with teachers and monitor your son/daughter to ensure students are completing work, getting the support s/he needs, and checking in with the teacher.
- Parents of students that are not completing work nor checking in will be contacted by administration weekly.
- Late work will be accepted up to the end of the semester (June 5).
- No semester 2 final exams will be given.
- As a school, all teachers will set one category (Daily Work or Homework). All assignments will be entered into this single category. All assignments will be entered as a percentage and worth the same value.
- All teachers and classes will be using Google Classroom. Students will access coursework here. Contact your teacher with questions.
- Teachers will maintain established office hours and are available to provide support to students during those times.
- Teachers will check-in with students weekly and send a weekly message to parents.
- Parents can use the NRHS Assignment Tracker to see weekly assignments for each class and monitor their student's progress at home in completing those assignments.

**Students Services**

If your child receives special education services, this team is working with general education teachers to ensure that content going home is accessible to all learners and making accommodations where necessary. We are creating a list of online resources to support learning that we are sharing with our families, using some online learning tools for some students and creating home-based learning packets for our related services. Please reach out to your special education case manager for support with assignments or tasks. The following is a great resource created by the SDNR Elementary as a [Free Resource Summary Guide](#).

The Wisconsin Department of Public Instruction as well as the Office of Special Education Programs continue to develop guidance for districts during this unprecedented time, I will give you their websites at the end of this letter so you can also check for the most up to date information as it is released by these agencies.

When students were released on March 17th, our special education department had done planning for instruction up to April 6th. With the Safe at Home measures enacted by the governor, we now are looking at planning that will take us through April 24th. As the situation around us continues to change, schools may be ordered closed for longer and we are planning for that possible outcome as well.

**Services and Supports:** During this time of closure, special education teachers and specialists will be working diligently to ensure that students with disabilities have access to the learning being provided to all students to the greatest extent possible. As I write this letter, we are exploring options of teletherapy for speech and language, Zoom sessions with teachers, and/or other ways to provide educationally enriching activities and programming to students with disabilities while we are all at home. Of course, this instruction will not and cannot mirror the benefits of being face-to-face at school, but we will make our very best efforts to find ways to provide your child with the best services possible in light of our current circumstances. Your child’s case manager and other service providers will be in contact with you soon to discuss options and ideas for services.

As special education is a very individualized process, how we will look at extended school year services, compensatory services or changes to services in upcoming IEPs will be on a student by student basis. Our largest focus right now is coming up with innovative and creative ways to get the best services possible to our students during this closure.

**IEP Meetings:** The District would like to hold all IEP meetings as previously scheduled. If you have an IEP meeting scheduled for April, you will be hearing from your case manager or scheduler to either hold this meeting via Zoom or over the phone (whichever you prefer). When you receive your child’s new IEP it will be written as though we are in school, this is per guidance provided by the state.

If you do not want to participate in either of these ways you can: Give the team permission to have the meeting without you and then reconvene after we are back in school **OR** Ask the team to not hold the meeting at all and we will document it as the parent’s wish to not have the meeting until it can be held face-to-face.

**Re-Evaluations:** In general, most re-evaluation meetings will be put on hold unless the district has either:

1. Not done any additional assessments, including observations
2. Completed all additional assessments

Re-evaluations will be completed when we have returned to school and have enough time to complete a comprehensive evaluation. This very well may be next fall.
Please reach out to your child’s case manager with questions regarding his or her services. I am also available for questions, but case managers are far more knowledgeable about your child! I have included some resources for your information below.

Extended School Closure due to COVID-19 Special Education Question and Answer

The School District of New Richmond’s School Nutrition Department

We will continue provide free breakfast and lunch meals to any child 18 years old and younger during this extended school closure due to COVID-19. Students will be provided a free lunch meal along with a breakfast for the next day. Any adult may also purchase a meal for $2.00.

To limit contact during this pandemic time, meals will be offered on only Monday and Thursday of each week!

**Monday:** 3 days of meals provided

**Thursday:** 2 days of meals provided

Sites: For safety reasons, we ask that each family or group approach service stations separately. There will be signs directing you at each site as well as volunteers helping to direct traffic flow.

- Starr Elementary (bus parking lot) 11:00 a.m. - 1:00 p.m. 967 South Starr Ave, New Richmond, WI 54017
- Deer Path Townhomes (parking lot) 10:45 a.m. - 11:15 a.m. 665 Monette Ave, New Richmond, WI 54017
- Croft Place Apartments (parking lot) 11:20 a.m. - 11:50 a.m. 233 Croft St., New Richmond, WI 54017
- The Centre (parking lot) 11:55 a.m. - 12:25 p.m. 425 E 5th St., New Richmond, WI 54017
- Star Prairie (village lot near post office) 12:35 p.m. - 1:05 p.m. Post Office: 300 Main Street, Star Prairie, WI 54026

Any special concerns or delivery requests, you may email Bobbie Guyette, Supervisor of School Nutrition, at bguyette@newrichmond.k12.wi.us or contact her at 715-781-3629.

Technology Support:

Please visit our website HERE for helpful hints and suggestions along with our Tech Help for NR Families!

City of New Richmond Updates

- **Friday Memorial Library** has also compiled many valuable links for you to access while at home. Some of these links include virtual field trips, digital escape rooms, language tutorials and many educational opportunities for all ages. This is in addition to their eContent, which includes eBooks, downloadable audiobooks, digital magazines and more. All of the eContent is free and easy to access with your MORE library card. If you do not have a library card, you can apply for an eCard on their website. This can all be found by visiting their website and selecting At Home Resources. In addition to their At Home Resources page, follow them on Facebook for regular updates and live program experiences. The Library WiFi is always on, so if you need connectivity, feel free to park by the Library or sit in Glover Park while working. If you have any questions or need assistance, please call the library at 715-243-0431.

- Watch the **City of New Richmond Facebook** page and website for updates on the locations of the mobile stations.
  - The City of New Richmond is developing mobile stations for around our community. These stations will house donated books, supplies, and other essentials.
  - The City of New Richmond is working on the development of free hot spots throughout the City and will provide more information next week.
### District Contact Information

<table>
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<tr>
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Finally, we are in constant contact with both local and state health officials. With so many sources of information, we recommend the following websites for the most up to date, factual information about the COVID-19 pandemic.

- Centers for Disease Control (CDC)
- WI Department of Health Services
- St. Croix County Public Health Department

At the time of this letter, we recognize there are many unanswered questions. We will continue to be provide additional communications as appropriate. At any time, please feel free to contact any member of the administration team for further assistance. Please also feel free to visit the District’s COVID-19 page by clicking [HERE](#).

Be safe and be well as **TOGETHER** we will get through this!

Patrick B. Olson  
District Administrator