



## Berlin Intermediate School

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August 19, 2020

Dear BIS Parents and Students,

I hope this letter finds you and your family well! I hope you have taken time to relax and enjoy your summer. This week you will be receiving a letter in the mail from us with some forms that need your attention. These forms should be completed and prepared to be returned to us at the time of your iPad pick up! This brings me to the next big announcement...

Great news! Our Worcester County Commissioners and our Board of Education have made a wonderful investment and each student in Worcester County Public Schools will be receiving an iPad and an electronic writing instrument (enables writing on the screen). This will have a significant impact on our student's ability to meet with success during distance learning at the beginning of this school year! We are currently working on a plan to deploy iPads for all students at the end of next week. You will be receiving a text message from the school containing a link to sign up for a time slot to receive your child's iPad. Please make sure that you only arrive during your allotted time slot, as we will have materials prepared for only that group. During this "drive-thru" pick-up, you will also receive your child's schedule along with other important school related documents. You must bring back your chromebook and/or hotspot (if you borrowed either last year), and the completed forms that were mailed recently in order to pick everything else up. If you are still in need of the hotspot for internet access, please let us know that when you return it. During this deployment, you will stay in your vehicles and drive through each station located in our staff parking lot, entering the loop on Franklin Avenue. Please use a mask when communicating with our staff, and bring your own pen for additional paperwork that will need to be signed. We have a large population and will need your cooperation to make this a success!

Please mark your calendar for our first ever Virtual Back to School Night on September 1<sup>st</sup> at 5:30pm. During this event, your child will log into Schoology (accessible from our website under the student resources tab at [www.berlinintermediate.org](http://www.berlinintermediate.org)) and visit their homeroom tile. Once in their homeroom they will find a Back to School Night schedule. Each child will follow the directions on this schedule to visit their teachers virtually, receiving instructions and guidance in an effort to prepare for the first day of distance learning on September 8<sup>th</sup>.

The school year will begin virtually for all students on September 8<sup>th</sup>. Our sincere hope is that Worcester County Public Schools will begin phase 2 in late September, which will allow for small groups of students to return to our school building. Our Summer Academy was a huge success this summer, having almost 40 students back in the building at BIS to receive instruction from our teachers. During this time, we followed all health and safety guidelines, while having students and teachers wearing masks throughout the day. The same protocols will be in place as we welcome small groups of students back during phase 2. You will be contacted individually by the school with more information as we prepare for this phase.

In order to prepare for some of our population to be virtual and for some to be face to face, we must continue with a normal school schedule and routine for all students. Students will log into Schoology to view morning announcements and participate in a morning meeting every day at 7:40am. Then, each child will move through their schedule normally as if they were at school. Class time will be condensed allowing for breaks at home in between all classes, as well as time for lunch and “recess”. The school day will end near 2:45pm, which is our normal dismissal time at BIS. Classes will contain synchronous learning (live instruction) and asynchronous learning (students working independently) every day. The amount of time for each will vary depending on the lesson content. This format will provide a structure and routine similar to a typical school day, enabling a much smoother transition back to school when it becomes safe to do so. The times for each child’s schedule will be found in their Schoology homeroom tile. We encourage parents to set routines in the house for getting up and prepared for school as in the past.

We understand that sometimes technology does not cooperate the way that we would always like it to. Our teachers are prepared to record parts of the lessons that are valuable to learning and will post them in the appropriate day’s folder on Schoology. Should a child miss the lesson for whatever reason, they still should be able to view it at a later time and complete the necessary corresponding assignment. Answering the morning meeting question and submitting the assignment will allow for that child to be marked “present” for attendance purposes for that day of school.

We are looking forward to the start of another school year! Despite the fact that this school year will look and feel differently, please know that our staff at BIS is committed to doing the best we can in working with our BIS children. Our teachers have been working hard this summer preparing and planning to make this school year enjoyable for our students. As always, please do not hesitate to reach out should you have additional questions.

Sincerely,  
Ryan M. Cowder  
Principal

**An Arts Immersion School**

