



March 27, 2020

Good evening, SMCPS Families:

We want to start by thanking each and every one of you for your patience as we work our way through this unprecedented pandemic. For the past two weeks, we have been preparing St. Mary's County Public Schools to move from traditional classroom instruction to online learning. This would be a very large undertaking even in the best of circumstances but we are forced to do this in the midst of a pandemic requiring us to "socially distance" ourselves. This means that all the training for our teachers on how to use these online learning platforms will have to be done through telework next week.

Although the modules will be made "live" on Monday, March 30, and be available for students, we ask that you give our teachers until Wednesday to get their training and get comfortable with the programs. In addition to Edgenuity and Imagine Learning, we have also developed some sample schedules for students that may help with structuring their day:

- Grade [K-2](#) | [3-5](#) | [6-8](#) | [9-12](#)

These are not required times or schedules, just examples of how a student may structure his/her day.

To access the online resources and learning opportunities that have been mapped into **Edgenuity** (for secondary students) and **Imagine Learning** (for elementary students), begin by visiting www.smcps.org/online. Once there, students can access these platforms through the Clever app. This single sign-on portal uses their SMCPS login information and once they have logged in through the portal, they will be logged into all applications found there. Edgenuity and Imagine Learning have been populated with content for the appropriate grade level and courses for each student that covers the standards and learning expectations for the fourth quarter. Pre-Kindergarten and Head Start students do not get a Clever ID. To access developmentally appropriate online resources for Pre-K and Head Start students please visit the instructional resources website at www.smcps.org. In addition, hands-on learning packets will be mailed to all Pre-K and Head Start students next week.

For families unable to access online content, hard copy materials will be available. To request hard copy materials, contact your school principal, who will coordinate with central office staff to provide them for you. More specific information will come from your individual school.

Working at home is different from following a typical school day schedule, and the online modules are designed to be paced throughout the week. If students don't touch on every subject every day, that's ok; just be sure to work on every subject throughout the week. We have developed some Online Learning Tips that can help structure the day.

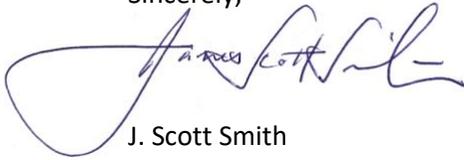
- Begin your day by checking your email and then logging in to [Clever](#)
- Establish a space where your child can work on lessons. It should be as free from distractions as possible.

- Designate a specific time each day when students will complete school work.
- Keep instructional materials organized.
- Have your child use online platforms such as Google to collaborate with their classmates. Let them show you how they can create Google Docs, Google Sheets, or Google Slides.
- Communicate with your child's teachers. Have your child email them if they are confused or struggling.
- When not doing school work, have your child maintain their reading skills by reading a book, newspaper, magazine, or anything they find interesting.

We understand there are many questions. We have created a list of Frequently Asked Questions (FAQs), and we are posting responses to them on our website as we all work through these next four weeks.

Thank you for your ongoing patience and understanding.

Sincerely,

A handwritten signature in blue ink that reads "J. Scott Smith". The signature is fluid and cursive, with a large loop at the beginning of the first name.

J. Scott Smith
Superintendent