



TRACY

UNIFIED SCHOOL DISTRICT

*"The future belongs
to the educated"*

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April 2, 2020

Tracy Unified School District Plans For Required Distance Learning During School Closure Through May 22, 2020

Dear TUSD Families and Community,

Thank you for your patience as the district works to determine our next steps moving forward. As you are aware, this is a very fluid situation during unprecedented times. The district is pleased to share the upcoming Distance Learning Educational Plan to support your students during the school closure.

Due to COVID-19 schools will continue to be closed through the end of the school year Friday, May 22, 2020. Following spring break, beginning Monday, April 20, 2020, teachers will provide distance learning and assign required work for students to complete that will be graded by their teachers. Students will receive final grades for the 2019/2020 school year that will be reported on the final report card.

Teachers will provide weekly, standards aligned assignments to all students. All assignments will be provided as a digital option for students choosing to access instruction and assignments digitally and as a paper-packet option for students who do not have digital access or choose the paper-packet option. The paper-packet option will be comparable to the digital option, but not necessarily identical.

- For students and families that prefer to view, download and/or print their own assigned work, assignments will be available on the district and school's websites at <https://www.tracy.k12.ca.us/> beginning **Thursday, April 9, 2020**.
- For students and families that prefer printed assignments, week 1 hard copies will be available for pick-up at all school sites on **Thursday, April 9, 2020 from 9:30 a.m. to 4:30 p.m.**

Students will be able to email their assigned work when due to their teachers or they will be able to return paper-packet completed assignments to their school sites on specific dates (see calendar below).

The district is providing access on school site websites for students to access assigned student work digitally. Access to digital materials is under the Parent/Student Information tab on each school site website; the site is called Distance Learning. These digital materials are grade specific and span across multiple subjects your student is enrolled in at school.

During the week of April 6, 2020 teachers will reach out to all of their students in order to determine the manner of communication students have access to, and inquire as to how the student will be accessing the distance learning instruction and assignments (digital or paper-packets option). Teachers also need to determine which students can access their teacher office hours virtually, and which students will need to call in for support.

Each teacher will offer daily office hours (Monday through Friday) on a consistent schedule so that students and parents can reach out for questions, guidance, and/or clarification. Teachers will provide a minimum of (2) scheduled office hours daily, Monday-Friday. Teachers will provide a schedule to all their students and their families that include day/time(s)/communication specifics (phone, virtual meeting, email, etc.). Office hours may include virtual small group support, virtual one on one support, phone calls etc., so that students and families have the opportunity to receive teacher support.

Beginning Monday, April 20, 2020 through Friday, May 22, 2020 (last day of the 2019/2020 school year) teachers will be available during their established virtual office hours Monday-Friday. Teacher office hours (i.e. phone, virtual meeting, email, etc.) will be posted on the school website beginning the week of April 20, 2020.

The California Department of Education defines distance learning as:

Instruction in which the student and instructor are in different locations. This may include interacting through the use of computer and communications technology, as well as delivering instruction and check-in time with their teacher. Distance learning may include video or audio instruction in which the primary mode of communication between the student and instructor is on-line interaction, instructional television, video, telecourses, or other instruction that relies on computer or communications technology. It may also include the use of print materials incorporating assignments that are the subject of written or oral feedback.

Tracy Unified School District has a ratio of 1 electronic device to 4 students which include a combination of laptops and desktop computers located in classroom labs. For this reason TUSD is providing distance learning opportunities in accordance with the California Department of Education guidelines that is not limited to only digital instruction.

The district will continue to make every effort to communicate and update information in a timely manner. We appreciate your patience and understanding as we work together through this difficult and uncertain time.

The Tracy Unified School District will continue to work with the government of California, the San Joaquin County Public Health Services (PHS) and the San Joaquin County Office of Education to monitor the situation and provide updates as necessary.

Preventative measures remain the best course for protecting health and limiting the spread of COVID-19. For more information we encourage you to visit the following websites: Center for Disease Control: <https://www.cdc.gov/coronavirus/>; TUSD page on COVID-19: <https://www.tracy.k12.ca.us/parentstudent-information/health-services/coronavirus-page>.

For updated information regarding TUSD schools reopening and other District concerns, please check the district website at <https://www.tracy.k12.ca.us/>. If you have any questions please contact the TUSD Student Services Department at (209) 830-3280.

Below is the Distance Learning Calendar that describes when students will receive and submit assigned work. If you have any questions regarding student assignments please contact your child's teacher.

Sincerely,

Brian Stephens, Ed.D.
Superintendent

[Distance Learning Calendar](#)

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Preparing for Distance Learning	4/6/20	4/7/20	4/8/20	4/9/20 Week 1 Student Assignments available digitally or pick-up paper copy at school site	4/10/20 No School
Spring Break	4/13/20 No School	4/14/20 No School	4/15/20 No School	4/16/20 No School	4/17/20 No School
Week 1	4/20/20 Teacher Virtual Daily Office Hours & Distance Learning Begin	4/21/20	4/22/20	4/23/20	4/24/20 Weeks 2&3 Student Assignments available digitally or pick-up paper copy at school site
Week 2	4/27/20	4/28/20	4/29/20	4/30/20	5/1/20
Week 3	5/4/20	5/5/20	5/6/20	5/7/20	5/8/20 Weeks 4&5 Student Assignments available digitally or pick-up paper copy at school site Student submits assignments digitally or via paper copy for Weeks 1&2
Week 4	5/11/20	5/12/20	5/13/20	5/14/20	5/15/20 Last day for student to submit assignments digitally or via paper copy for Weeks 3&4
Week 5	5/18/20	5/19/20	5/20/20	5/21/20	5/22/20 Last Day of 2019/2020 School Year

If you have any questions please contact your child's teacher.