



Jackson P. Burley Middle School
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Thursday, April 2, 2020

Dear Middle School Students and Families:

This message is to detail the plans to meet the instructional needs of our middle school students going forward for the 2019-2020 academic year. The guidelines below are based on those set forth by the Virginia Department of Education with regards to continuity of learning in response to the Governor's decision to close all schools for the remainder of the school year. The emphasis for Albemarle County Public Schools during this time, as always, is to provide equitable access to instruction for all students.

Spring break (April 6 - April 10) will continue to be a period of time without academic work expectations for students. Beginning after spring break (April 13 - May 22), all middle school teachers will be providing learning experiences and resources for students. Teachers will be providing materials to address new key content/concepts necessary for completion of the course, focusing on content that is essential for success in subsequent coursework. Our intent during this time is not to overburden our students and families, but to provide hope, engagement, and a measure of normalcy during this period of unprecedented uncertainty.

What to expect:

Weekly learning time: Students should expect approximately 1 to 2 hours **per week** of learning for each course, aligned with the existing [homework policy](#) guidelines. *There is not an expectation that this is full time school.*

Total learning plan: Students should expect two to five key learning objectives and a maximum of 5 total cumulative assignments **per course** for the six week period. These assignments should be completed by May 22nd in order to finalize each class and have their final grades released for each course.

Feedback: Students should expect to receive feedback on all assignments.

Virtual Office Hours: Teachers will host online sessions as office hours to support students by answering questions and providing feedback on assignments. Office hours are not intended to provide direct instruction to students. They are merely intended to provide support for students.

Accommodations and Additional Supports: Accommodations and additional supports will be provided as required, to students eligible for special education services (and IEP) or for those students with a Section 504 Plan. Additionally, special educators and related service providers will collaborate with teachers, sharing the available options to support students through resources via phone, email or virtual conferencing.



Access to Learning Resources: Students can access learning resources online by going to their school's website and logging into their Schoology accounts. Students who cannot access online learning resources can reach out to their teacher, counselor, or the school administrators for materials.

Assessments: Students should know that SOLs and final exams will not take place this academic year.

Grades and Grade Level Promotion:

- *Middle School grades for the 2019-20 school year will be pass/fail/incomplete for all courses.* Principals will provide more information regarding grading.
- A plan for High School credit class grades for the 2019-20 school year will be communicated on Friday, April 3.
- As a reminder, all students who were on track to be promoted to the next grade level when schools were closed will be able to be promoted.
- Our principals and teachers are available to assist those students who need to complete additional work.
- **A student who fails to satisfactorily complete their assignments between April 13 and May 22 will receive an Incomplete (I). Students will be given an opportunity to complete the assignments by Friday, May 29. Students who are unable to complete the coursework by May 29 will be given the opportunity to complete the coursework over the summer or in the fall.**

We know that this is a new learning environment for both our students and teachers. We want to again thank you all for the patience and support you have provided us. Please know that we will be flexible and do our best to support our students in this new learning environment. Please do not hesitate to reach out if you have questions or concerns.

Sincerely,

Jim Asher	Chad Ratliff	Beth Costa	Ashby Johnson	Megan Wood	Josh Walton
Burley	CPCS	Henley Jack	Jouett	Sutherland	Walton