



March 20, 2020

Dear Bridge Prep Families,

Our Virtual Learning Program will launch on **Monday, March 23, 2020** through [Google Classroom](#). Your teacher will be able to walk you through many of the day to day questions. In addition to this document, additional guidance on our Virtual Learning Program can be found on our website.

Each Bridge Builder will have virtual access to lessons, activities, and assignments covering the full range of our curriculum, which will mimic your child's day. This includes the Core Content subjects of Math, ELA, Science, Social Studies, as well as the range of specialized instructional and enrichment programming that we offer including classes including:

- Orton-Gillingham;
- Art, Chorus and Dance;
- Gym and Mindful Movement;
- Social Emotional Learning Class with Ms. G and our CLE class.

Google Classroom

- All classes and academic material will be provided through Google Classroom, which you can access by visiting classroom.google.com or through the google classroom app on a tablet. We recommend you Bookmark this website on your browser.
- In order to give each student and their family access to [Google Classroom](#), we've created a specific Bridge Prep e-mail account and password for each Bridge Builder, which will be provided to you by your classroom teacher. **To access the email, you must use gmail.**
- You will use this e-mail and password to login to Google Classroom. **Please write down this information when it is provided to you by your classroom teacher.**

How to join your Bridge Builder's classes on Google Classroom

- Once you have logged into your Google Classroom account, you will see that your Bridge Builder has been assigned to their classes. To access the Google Classrooms, you must join each class. **Please note, there will be multiple classes they are invited to.**
- Invitations can be accessed through your child's email (in the inbox on gmail) or by signing in to classroom.google.com (or the google classroom app) and clicking the "+" in the top right hand corner. Then select join.
- Step by step directions for your specific device can be found on our website by clicking [here](#).

What will be on Google Classroom, when will it be there and what to do with classwork

- Each day classroom teachers will be posting assignments, videos, and directions on their Google Classroom.
- Every few days, students will be sent quizzes or activities that will need to be completed online to check to see what the students know, understand, and can do. This will help the teachers plan the next lessons.
- There will be videos and activities posted in the Orton Gillingham classes daily. Please reach out to the OG teacher directly with any questions.
- Art, Music, Dance, and Chorus activities and assignments will be posted weekly on your main classroom page. Enjoy these fun activities and participate with your Bridge Builder!
- Gym will have its own classroom page and activities will be posted each Wednesday.
- CLE and Social Emotional Learning will also have their own classrooms and will post two new activities a week.

Taking attendance, checking in and completing classwork/assignments



- Attendance will be taken through google classroom and each day your Bridge Builder may be asked to type their name or answer a question. If we don't see you post or login, teachers will check in with you.
- If your Bridge Builder is sick, incapable of joining lessons and may not be completing work on a given day, we ask that you e-mail their teacher with this information.
- We ask that you work with your Bridge Builder to organize their work and make sure their assignments are completed.
- In addition to the assignments that should be completed online, students may also be asked to record work/assignments in a notebook(s) or binder(s) that can easily be turned in upon return to school. You may find it helpful to organize the notebook/binder by date and subject.
- For specific assignment completion and submission information, please follow the directions from your Bridge Builder's teacher.

Special Education Related Services

- If your Bridge Builder receives counseling, speech, occupational, and/or physical therapy, Ms. Ebanks, will reach out to you directly via e-mail with next steps and the process for receiving those services.
- Similar to other classes, students who receive SETSS will be invited to a google classroom by their SETSS teacher, who will provide assignments, support and guidance.

Communication

- You can communicate with teachers through google classroom or email. If you have a question or your Bridge Builder needs clarification, teachers may ask you to log on to google hangouts. The office hours that were kept this week, will no longer be applicable.
- If your Bridge Builder has a question about an assignment or needs further clarification with something related to the lesson, please reach out to the teacher directly. They will respond to you in a timely fashion. Please keep in mind that like in the actual classroom, teachers are getting a variety of questions from and are supporting multiple students at once.
- If there is an issue with the email you are provided, please reach out to Ms. Pirraglia at jesseann@bridgeprepcharter.org or Ms. Ebanks at fahron@bridgeprepcharter.org. They will assess the concern and communicate with you next steps or who to get in touch with.
- We also ask that you join the Main Office Google Classroom page, which will provide families with news and updates, and continue to monitor our social media, website, your new Bridge Prep email account, and Remind messages.

We understand that this is new for everyone and that there will be some bumps in the road as we get launched. If you're feeling overwhelmed or confused about how to access what you need, we encourage you to check our website, which has a guide for how to access Google Classroom via iPad/iPhone, Android, or web browser and a recommended daily schedule.

We thank you for your collaboration as we launch this plan and will work with you on any questions or concerns you have along the way. I want to thank Ms. Pirraglia, Ms. Ebanks, Mrs. Illuzzi and all of our teaching staff for working so diligently over the past week to create, design and implement this new instructional program for our students. Lastly, we ask that you and your families please be safe, cautious and healthy. We look forward the opportunity to come together as an entire Bridge Prep family soon.

A handwritten signature in black ink that reads "Tim Castanza".

Tim Castanza- Executive Director