

Dear Parents and Guardians,

We hope this message finds you well. As we prepare for the possibility of additional inclement weather days, we want to inform you about our plans for asynchronous instruction days, which will be implemented following the second traditional snow day. If we have to move to an asynchronous learning day, the district will notify the community.

On days when weather conditions require school closures, we will transition to asynchronous learning to ensure our students continue to engage with their educational materials. Here are some important expectations to be aware of:

Asynchronous Instruction Overview:

If an asynchronous day is scheduled, students will be able to complete the attendance form and asynchronous assignments/activities at any time during the designated snow/ice day (day or night). For your child to be counted as present, they must complete the Snow Day Attendance Form, which will be posted in the announcement section of their Canvas course(s).

Here is what you need to know:

1. Attendance Requirements:

- Students must complete the Snow Day Attendance Form on the designated snow day. This form will be available in the announcement section of their Canvas course(s). Please use the instructional links below for assistance.
 - [Elementary Student Directions PDF](#)
 - [Elementary Student Video Directions](#)
 - [Secondary Student Directions PDF](#)
 - [Secondary Student Video Directions](#)

2. Assignments and Learning Expectations:

- Relevant and meaningful lesson assignments designed for continuous learning will be posted in Canvas for each class/course your child is enrolled in.
- Instructional lessons/assignments will be published by the following times:
 - **Secondary buildings (grades 5-12): 8:00 AM**
 - **Elementary buildings (grades K-4): 9:00 AM**

3. Teacher Availability:

- Teachers will be available to support students with their assignments during the following times:
 - 9:00-10:30 AM
 - 12:30-2:00 PM
- Students and parents may contact teachers via email or Canvas messaging during these hours.

We appreciate your partnership and support in ensuring that our students remain engaged in their learning, even during unforeseen closures. If you have any questions or need assistance with accessing Canvas or completing the Snow Day Attendance Form, please do not hesitate to contact your child's teacher.

Sincerely,

Dr. Michelle Burkholder

Assistant to the Superintendent/Director of Elementary

Dr. Kathryn Hinshaw

Assistant to the Superintendent/Director of Secondary