April 16, 2020

Dear Neshaminy Elementary Families,

Thank you for your support during our first week of Online Instruction. Over the past three days, we learned that we need to add additional supports to help students navigate Canvas. In addition, we have received feedback from staff, students, and parents resulting in a few additional changes to our Elementary Canvas Courses beginning next week.

We will continue to make changes as necessary to ensure we are providing an appropriate program to our students. The following changes will be included in next week's Canvas courses for all students:

1) **Requirements:**

   We will be adding two new requirements to each lesson within Canvas.

   a. The first requirement is that students will be required to complete the lesson provided in sequential order. This will eliminate students working from the "To Do List" and skipping the lesson within the modules. If your child clicks on an assignment and or quiz in the "To Do List" this will not be able to complete it unless the other items within the lesson have been completed. All children should enter each lesson within the home page of the course. Please discourage your child(ren) from working off the "To Do List".

   b. The second requirement that will be added to Canvas will require students to click on a button (see below) within each section of the lesson when they are finished. This will indicate that the section within the lesson is complete and provide students with a ✔ for the section.

      Your child will now have a quick visual that the specific section is complete. This will also link to the calendar and "To Do List". If you or your child are checking these areas, by the child indicating they are finished a section when they received the ✔ it will also cross it off the calendar.

      Each section will have one of the following buttons for the students to click prior to moving to the next section/page:

      - Mark as done
      - View the item
      - Submit assignment

2) **Lesson Complete Notification:**

At the end of each lesson (all sections within the lesson), we have added the following button for the child to view and click. This button will indicate that the lesson is complete and it will take them back to the home page. Some students were clicking next at the end of the lesson and it was taking them to the following days lessons. This addition will eliminate any confusion.
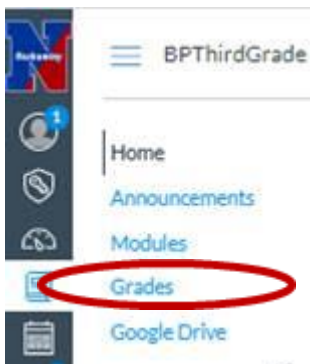

3) **Grades:**

We will disable/hide grades from the menu items within Canvas, as this is not necessary because at the elementary level we report using a Standards-Based Progress Report.

We do not want students to focus on this section within Canvas. Within Canvas, teachers will indicate activities/assignments as incomplete (0 pts) or complete (5 points) with the exception of quizzes, which will indicate the actual number correct.

Students will still receive teacher feedback on each assignment, and they can see the points given for complete and or incomplete within the feedback section. By removing the grades section from the menu bar, we are allowing students to focus on the lessons and not the points. The lesson and teacher feedback is more important.

Parents will still be able to view grades in the parent app (although this is not recommended) as this cannot be disabled within the app. Within Canvas, we are only indicating complete vs. incomplete to monitor participation and provide feedback. Please do not focus on the Canvas grade report, as the points outlined within the grade section of Canvas are not linked to your child's Trimester 3 Progress Report.

We are confident that the changes outlined above will support students' success within Canvas. Please continue to be patient as Canvas is still new and we will continue to adjust and make revisions as necessary.

To provide additional Canvas support, Mr. Jim Gosser will offer two additional Live Stream events this evening at 7:00 PM and tomorrow at 12:00 PM. To access the Live Steam session, please use the following link: https://live.myvrspot.com/player?udi=bmVzaGFtaW55&c=RmVyZGVyYmFyRVg%3D.

Live Stream Agenda:

1. Devices
    1. IPad / Chromebook/ PC / Mac
    2. Apps needed on an IPad, etc.
2) Navigation of Canvas
    ➢ Dashboard
    ➢ Card view instead of list view
    ➢ Explain To do on right side
    ➢ Inbox
3) How to message a teacher
4) Inside the Canvas Course
    ➢ Announcements
    ➢ Work through each module (buttons-Language Arts, Math, etc.)
    ➢ Nearpod
        o Submit button
        o Screen size - scroll if needed
    ➢ How to use the media upload button - Video themselves

Finally, I will send out a survey to all parents at the end of next week to identify any additional broad adjustments and/or modifications that may be necessary.

Please do not hesitate to contact me with your questions and or concerns.

Thank you for your continued support.

Sincerely,

Michelle Burkholder
Director of Elementary Education