January 18, 2022

Dear Beall Elementary School Families,

We hope that you and your families are safe and well. This letter is to inform you that after review of multiple key factors and under guidance from the Montgomery County Department of Health and Human Services, Beall Elementary School will move to virtual learning for the next 10 days. In the interest of the overall school community's health and safety, Beall Elementary School will begin a period of quarantine learning beginning January 20, 2022 through January 28, 2022.

The key factors used to make this decision include:

- Positive COVID-19 case rates of students and staff (not an average)
- Student attendance rate (three-day average)
- Staff absences (three-day average)
- Number of bus routes unable to provide service in both morning and afternoon (three-day average)
- Unfilled substitute requests (three-day average)
- Feedback from a multistakeholder group from the school community

To prepare for this change in operations on January 20, 2022, teachers will have one day of preparation and students will participate in remote asynchronous learning. Full virtual, teacher-led instruction will take place from January 21 - January 28. Our goal is to return to in-person instruction on January 31, 2022.

Your school's individual data is below as of 5 p.m. on Jan. 13:

School	Unfilled Substitute Requests (three day average)	Staff Absences (three day average)	Positive Case Rates for Students and Staff (not an average)	Unserved Bus Routes (three day average)	Student Attendance Rate (three day average)

Beall ES	9.29%	9.46%	6.76%	10.56%	80.67%

The decision to move a school to virtual learning is made based on the following steps:

- All schools' data is captured daily
- On Monday and Wednesday of each week, all schools' data points are averaged over the previous three-day period
- Schools that may need a transition to virtual learning are identified
- A team then examines the information to ensure the safety and operational readiness of the school.
- A multistakeholder group from the school community participates in a meeting to view the information and provide feedback on a recommendation for virtual learning.
- MCPS leadership makes a final decision.

Below you will find important information to assist with a smooth transition into virtual learning.

School Day Schedule

The virtual school day will begin and end at the same time as in-person learning and the instructional schedule will be very similar to the regular school day. There may be a few adjustments to the amount of time spent in each class to allow for appropriate screen time breaks and lunch. Please see the school schedule below.

General Schedule

- **9:00 - 11:50 Instructional Block**
- **11:50-1:00 Lunch and Recess**
- **1:00-3:25 Instructional Block**

Further details about your child's schedule will be sent from your child's teacher.

Preparing for Virtual Instruction

To allow teachers one day to prepare for the virtual learning environment, virtual instruction will begin on Friday, January 22, 2022. During this day of planning, we also encourage families to prepare by reviewing the checklist below.

CHECKLIST: Getting Your Child Ready for Online Learning

Here are steps you can take to help get your child ready for a successful remote learning experience:

Technology & Access

- Ensure your child has a working Chromebook, charger and access to the internet.
- All MiFi devices that were distributed over the last 20 months are still with families. If you are a new family to MCPS and need help with connectivity, please work with your child's school, who will submit a request for a mifi, pending availability. Families will be notified via email when one is ready for pickup at the Sandburg distribution site.
- Ensure you know your child's login and password for the chromebook. It should be the same as their myMCPS Classroom login and their MCPS Google account. Details, instructions and answers to frequently asked questions about myMCPS Classroom can be found here. For students in Grades K-2, we will send an email with your child's login and password.
- Practice logging in to myMCPS Classroom and Zoom.

Create an Optimal Work Environment

- Please review the virtual schedule with your child to ensure they are familiar with slight time adjustments to their classes.
- Find a space in your home for your child to complete their work. It will be helpful if that space has minimal distractions.
- Students in elementary may have their Eureka Mathematics Workbooks. Please help your child keep track of the workbook. They will need to bring the workbook back to school in two weeks.

Understand How to Get Help

- Contact the school. If you need assistance in another language, please call AskMCPS at 240-740-3000.
- Keep your child's teachers' contact information handy.

Engage in Independent Learning Activities

During the one preparation day, you may wish to have your child engage in independent learning using the MCPS Monthly Choice Board or Literacy Choice Board. These choice boards include activities that engage students in learning across multiple content areas, including technology, the arts, literacy, and world languages and students can participate without teacher assistance.

Virtual Instruction

- All virtual instruction will be live (synchronous). Students will be instructed in all courses , every day, during virtual instruction.
- Teachers will use the Zoom platform for instruction.
- Teachers will provide students with appropriate screen-time breaks.
- All teachers will use myMCPS Classroom (Canvas) as the platform for communicating the class assignments, class resources, assessments and due dates.
- Homework assignments will be submitted through myMCPS Classroom (Canvas).
- Students who have an Individualized Education Program (IEP) or a 504 Plan will continue to receive all services including related services.. Access to assistive technology will be available as prescribed by the student's IEP.

  English Learners who receive English Language Development services will receive instruction in the virtual platform.

Lunch Service

Families may come to the school on Tuesday, January 25th to receive 7-Day Grab-n-Go Lunch Boxes.

Resources

Item	Information and Resources
Resources	Zoom for Students Student Accounts and Access
	Parent/Guardian Accounts and Access Accessing myMCPS Classroom via Clever

Support	Community Tech Support Portal Search Knowledge Base (English and Spanish) for troubleshooting guides, screencasts Email communitytechsupport@mcpsmd.org

If you have questions, please contact your child's teacher. Thank you for your support as we navigate these challenging times. We are in this together!

Respectfully,

Jennifer Taylor-Cox, Ph.D.
Principal Intern

Peter Moran, Ed.D.
Director of Learning, Achievement, and Administration