



PAUL K. PERZANOSKI  
*Superintendent of Schools*

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## BRUNSWICK SCHOOL DEPARTMENT

Office of the Superintendent  
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KELLY WENTWORTH  
*Business Manager*

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*Director of Curriculum, Assessment,  
Instruction, & Professional Development*

SUE WOODHAMS  
*Director of Technology Integration*

March 26, 2020

Dear Students, Parents/Guardians, Staff, and Community Members:

Starting Monday, March 30, 2020 there will be a change in the time frame for food delivery at our ten locations. The busses will now arrive each morning, Monday through Friday, at 9:30a.m. and stay until 10:30a.m.

During the vacation week of April 20 through April 24 the busses will run meals on April 21, 22, 23, and 24. Monday, April 20 is a holiday and the schools and department will be closed.

Thank you for your support and attention to this matter.

Sincerely,

Paul Perzanoski  
Superintendent of Schools



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March 25, 2020

Dear Students, Staff, Parent/Guardians, and Community Members;

Governor Mills announced yesterday an Executive Order extending action to mitigate the spread of the virus until April 8, 2020. We have staff members working from home as well as on site on a rotating basis. We will continue to provide breakfast and lunch Monday through Friday at the ten earmarked locations.

Attached is the next phase of our learning plan that covers from March 30 until we are scheduled to return on April 27, 2020. Should we need to alter our plans in any way we will attempt to give you appropriate notice.

The Town of Brunswick is working on a format to hold public forums that accommodate public participation. Once that ability is finalized we will schedule the School Department public forum on the budget. The School Board will meet on April 8 at 6:30 p.m. using a similar platform as the Town Council did this week.

My sincere thanks to everyone for your contributions, patience, and anticipated understanding as we work through uncertain times.

Sincerely,

Paul K. Perzanoski  
Superintendent of Schools

attachment



**Brunswick School Department**  
**Phase II - Family Guidance to Support Continuous Learning Plan**  
*Effective as of March 30, 2020*

**Due to the extension of school closure, our Continuous Learning Plan has evolved. It will continue to evolve as we respond to this dynamic situation.**

The well being of our students and staff is of the utmost importance to our school community. While schools are closed, students will continue to learn in a remote environment. This plan will provide families with expectations and guidance for remote learning.

Thank you to all families for your flexibility and support as we work together as a community to support our students during what may become a very challenging period.

**Method for Delivery of Instruction in Case of School Closure**

<b>School</b>	<b>Grades</b>	<b>Instructional Method</b>
Coffin Elementary School	PreK - 2	At Home Learning Plan
Harriet Beecher Stowe	2-5	At Home Learning Plan
Brunswick Junior High	6-8	Google Classroom
Brunswick High School	9-12	Google Classroom
REAL School	6-12	Google Classroom & Paper Packets

**Guidance for Families of Students in Grades PreK-5**

- Each week PreK-5 teachers will prepare an At Home Learning Plan that provides families with daily guidance for their students. These plans are intended to help students stay organized and engaged in learning.
- Due to the extension of our school closure and the need to limit personal contact, the At Home Learning Plan and any other additional materials will be posted online, which families can access through the district and school website.
- For families who do not have online access, print copies of the At Home Learning Plan will be available for pick up with our food delivery. School buildings are currently closed.

Food delivery buses will be parked at the locations listed below from ~~8:15 – 9:15am~~

Monday - Friday. **New Time 9:30am - 10:30am, See Superintendent's March 26th letter above!**

- **Perryman** - Bus 11 - Donna Dumas - parked by community Center
  - **Maplewood Manor** - Bus 53 - John Favreau - parked at 2 Karen Ln Office
  - **Baybridge** - Bus 52 - Geoffrey Taylor - Boats & Lots Storage
  - **Pegasus & Neptune** - Bus 55 - Richard Bisson - Tennis Courts Parking Lot
  - **HBS** - Bus 12 - Cindie Hilton - Front Bus Loop
  - **Atlantic Regional Federal Credit Union** - Bus 57 - Steve Pelletier - Front Parking Lot on Cushing
  - **Bowdoin College Watson Ice Arena** - Bus 58/43 - Rick Ryan - Parking Lot
  - **Coffin Pond** - Bus 54 - Mike Factor - Parking Lot
  - **Edwards Field** - Bus 44 - Ron Dodson - Parking Lot to the right when entering
  - **Mid Coast Baptist Church** - Durham Rd - Bus 51 - Kent Spaulding - in parking lot
- Families should keep all student work. We are not collecting student work at this time in order to minimize personal contact.
  - If your child receives academic instruction in the Special Education setting, you will receive work from his or her case manager as well as the general grade level work. Focus should be given to the individualized materials.
  - Teachers, School Counselors, Librarians and Social Workers will be available to correspond via email between 8:00am - 3:00pm.
  - If your student becomes ill and is unable to complete assigned work, please notify the main office of your student's school.

*Note: As a result of the prolonged school closure and the ongoing guidance to practice social distancing, BSD is working to shift the preK-5 continuous learning to an online approach. This is a work in progress. To help facilitate this, teachers will be contacting students' families to review how to access the At Home Learning Plan online. They will also ask you questions about your access to technology. Your responses will help us refine our ongoing plans.*

### **Guidance for Families of Students in Grades 6-12**

- Classes for students 6-12 will be conducted using Google Classroom.
- If your student does not have a device, see below for the procedure for computer check out.
- Teachers will post all lesson agendas, assignments and resources in Google Classroom.
- Students are expected to complete all assigned work and engage in virtual activities assigned by teachers.
- Student attendance will be based on participation.

- If your child receives academic instruction in the Special Education setting you will receive work from his or her case manager as well as the general grade level work. Focus should be given to the individualized materials.
- Teachers, School Counselors, Librarians and Social Workers will be available to correspond via email between 8:00am - 3:00pm.
- If your student becomes ill and is unable to complete assigned work, please notify the main office of your student's school.

### **Guidance for Families of Students at REAL School**

- Teaching teams will create virtual and paper-based assignments on a weekly basis.
- The Building Administrator will print and mail packets, as necessary, to students.
- Packets will be scanned and posted online.
- All assignments will include a non-digital, paper-based option.



## **Brunswick School Department Technology Support**

### **Access to Technology For Students in Grades 6-12**

- Students who do not have access to a computer will be able to sign out a device.
- Contact the Technology Department at **319-1990** to schedule a time for computer pick-up from the Central Office. **Please do not show up without an appointment time.**

### **Internet Access**

If you do not have home access to the internet, Xfinity has opened up all their WiFi hotspots for free so students will be able to log on at certain locations to do schoolwork. The locations of Xfinity Hotspots in Brunswick are as follows: Pleasant Street, Middle Street, Maine Street, Dunning Street, Cumberland Street, Union Street, Park Row, Center Street, Elm Street. The following link provides additional information: [www.xfinity.com/wifi](http://www.xfinity.com/wifi)