



DISTANCE LEARNING WEBINAR SERIES

Digestible #3

Today, AIMS hosted two webinars for administration featuring independent school leaders from a school and a school association from Seattle. It was great to hear from them because **they're ahead of us on this road**. Their schools closed in early March and they've got a week or two of distance learning under their belts already. Today's tidbits are culled from advice shared by teachers and admin from schools that want us to **learn from their experience**. Why? Because together we're stronger.

Alecia at AIMS

"Take Incremental Steps"

This interview with Head of School David Lovelin and Technology Coach Hamlet Lin from **Hong Kong International School** gives you an inside look at what has been working (and not working) for a **school that has been closed since Feb 4th!** Those that have really **clearly stated virtual learning expectations** are making a big difference. Consider setting some for your virtual classroom.

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HKIS HS VIRTUAL LEARNING EXPECTATIONS

2/4/2020 - 3/2/2020

Faculty



- Be available throughout the scheduled class time.
- VIRTUAL OFFICE HOURS 8:00-8:20 AND 2:40-3:00
- Only schedule Zoom meetings or class activities during your regularly scheduled course times or during Office Hours.



FIRST 10-MINUTES (MIN) OF EACH CLASS SHOULD BE A ZOOM SESSION

Be clear with students how long they are required to be in the class meeting.



All course materials are to be posted by **4pm** prior to the next lesson with an explanation of what will be expected



Summative assessments need to take place virtually to ensure there is not a backlog of testing and large assignments piling on students when we return to the regular schedule. You may want to consider alternative/formative means of assessing during this period



All parent communication should occur through Gmail.



Virtual Lesson plan template:
<https://bit.ly/38JoMMq>
Zoom setup guide:
<https://bit.ly/2TZxNx6>

“Give Less Work”

This article from EdSurge, shared by [Sarah Hanawald on the ISED Listserv](#), is a great overview of perspectives and advice shared from independent school educators in Asia, whose classrooms had been forced online by



It's much easier to hide in a digital world. And we have students who are just completely absent

Lee Shawver

COVID-19 weeks ago. The best piece of advice? **Give less work.** In an AIMS webinar offered to all Heads of School yesterday, **Rob Phillips, Head of The Seattle Academy** echoed this sentiment. "Assignments often take longer to complete online than they might in a classroom." Pay close attention to the part about how many hours teachers were spending in the beginning setting everything up. Sound familiar? **Set boundaries for your teachers, or if you are one, ask for guidelines** like the ones in the tidbit above from your administration. This has to be sustainable!

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