



## **BROOKLYN FRIENDS SCHOOL**

March 9, 2020

Students and Families,

The Upper and Middle Schools' remote learning plans remain aligned with consideration for our different academic programs and grade levels. Below you will see the short-term plans for this week for the Upper School and Middle School (US/MS), including what you should expect tomorrow.

Please be reminded that spring break is from 16-29 March. If we are not back in school by 30 March, students will be expected to continue Virtual School, which begins this Friday 13 March at 9:00 am. Students should be available online for schedule distribution in the Upper School on Wednesday at 9:00 am and a demo lesson with their advisory by Zoom Video at 10:30 am. Demo lessons continue on Thursday. Please see the schedule links below for the US and MS.

### Apps

The school has decided to use only the following apps for Virtual School: [Screencastify](#), [Zoom Video](#), and [Google Classroom/Suite](#). Students should download these apps to the device they will regularly use during remote learning by end of day Tuesday 10 March. Neither MyBackPack nor PLearning will be used in our Virtual School.

### Necessary Technology Equipment

Chromebook, Mac, PC, or tablet preferred; smartphone if no other equipment is available.

### US and MS Short-Term Remote Schedules for the Week of 9 March

Click [here](#) for the US and [here](#) for the MS schedules for the Week of 9 March.

### Student Schedules

Tuesday 10 March: US and MS teachers will continue planning remote lessons. In the MS, students will work on their modified remote learning schedule documents ([please download](#)) using a tutorial video from the MS Dean of Students [here](#).

Wednesday 11 March: US and MS Demo lessons begin. In the US, student schedules will be distributed by the US Deans and Interim Assistant Head of Upper School. See the "US Short-Term Remote Schedule" link above.

Thursday 12 March: US and MS Demo lessons continue.

Friday 13 March: US and MS Virtual Schools open at 9:00 am and will close for spring break from 16-27 March. Classes resume on 30 March. You will be notified whether classes after spring break will be virtual or on-site.

#### Attendance

Teachers are required to take attendance in every class. Attendance may be taken synchronously or by other means. If an Upper School student will be absent, families should email <http://usaa@brooklynfriends.org>. If a Middle School student will be absent, families should email <http://rlee@brooklynfriends.org>.

#### International Baccalaureate (IB)

The International Baccalaureate Organization (IBO) is closely monitoring the coronavirus/COVID-19. As of now, exams for seniors are scheduled globally for three weeks at the beginning of May. We will keep you informed if anything changes. Internal Assessment (IA) due dates remain the same, and the IBO has agreed to be flexible. [You may check online for IBO updates on the coronavirus.](#)

We very much appreciate your flexibility during this extraordinary time in our human history, city, and school. What we believe is one important element is that we are living this moment together.

Thank you,

Lisa Arrastia, Head of Upper School  
Glen Pinder, Head of Middle School