

EDUCATION CONTINUITY PLAN

Questions & Answers

Updated March 26, 2020

PROGRAMMING AND LEARNING

Q: If I spoke to a parent in person in the last couple days as they picked up their child's work regarding missing assignments, strengths and weaknesses, do I need to do it again as part of bullet 2 under "Upcoming Due Dates"?

It would replace a SLC

Q: Can we get further direction regarding teacher expectations for instructing students online?

DL Courses have been suspended for the next week. Further recommendations/expectations regarding online learning will be forthcoming after March 27th.

Q: When we receive assignments back from students, do we give them a mark or just provide feedback? Do we continue entering marks in Maplewood as we receive things from students? When will the mark cut-off be for seniors this semester?

March 26 Update: *This is dependent on if the student accepts their mark as achieved on March 13/20. If the student wishes to continue to be assessed, then the teacher will continue to provide summative assessment marks. Additional information will be contained in the GSSD Supplemental Learning Plan.*

Q: Have you guys discussed the portal as a continued option (versus google classroom), and can you include the portal in your communication to schools as another acceptable way to support students to ease staff anxiety for those already using the portal?

If you have an online platform that is working in your school, you are encouraged to use it.

Q: It says all high school students in 10-12 will have access to DL courses in science and math within moodle ... what about ELA? (I could also make the assumption that we will be in charge of delivering our English classes and will be given that direction at a later date so not sure if this question is relevant or not).

March 26 Update: *School divisions and schools will offer access to content that focuses on core subjects (Language Arts, Mat, Science, Social Sciences, Health Education/Physical Education, Arts Education/Practical and Applied Arts) to all students who wish to continue their learning in courses in which they are registered.*

Q: Do we put report cards in Cum folders if we're already finished term 2?

We are not finalizing report cards. Information will be forthcoming

Q: Are there any resources we should be taking home with us on March 19 to prevent the need to return to the school in a week?

To be determined at the local level.

Q: Will we be expected to send work home with students, or just resume curriculum material when school opens back up?

You are not required to send work home with students at this time.

Q: What do we do with students that do not have access to technology or internet?

We realize that this is an inequity that is outside of our control. We will look for Provincial direction on alternate platforms.

Q: SSTs? Admin? Is the expectation remain for setting up a google classroom or seesaw account?

If you are currently teaching a course you need google classroom, seesaw, or alternate platform.

Q: Will there be further PD opportunities provided this year? Either through online or another form?

Yes. Assigned PD will occur beyond the cool down period if students are not in school

Q: What does the format of a Parent Teacher Interview over the phone look like as all materials have left the building?

Conversation about student learning and behaviours.

Q: Can we scale down supplemental learning to core subjects (Math, ELA, Soc, Sci) for K-9?

We are awaiting direction from the Provincial Response Planning Team

March 26 Update: *PreK & Kindergarten: Educators will communicate with families to share opportunities that encourage holistic learning including language and literacy, fine and gross motor skills and social emotional skills. Grades 1-9: Supplemental learning opportunities will focus on language/literacy and mathematics/numeracy development.*

Q: Do we post supplemental learning activities, readings, etc. for all courses from Gr. 10 – 12 or just certain ones?

March 26 Update: *School divisions and schools will offer access to content that focuses on core subjects (Language Arts, Mathematics, Science, Social Sciences, Health Education/Physical Education, Arts Education/Practical and Applied Arts) to all students who wish to continue their learning in courses in which they are registered. Other subjects will continue to be offered where possible and practical to all students who wish to continue their learning in courses in which they are registered.*

Q: Will we be expected to cover the rest of the curriculum?

March 26 Update: *No*

Q: Are the assignments assigned going to be "optional"? What if families do not ensure their child is doing the work?

March 26 Update: *This will be dependent on the stream the student chooses to take.*

Q: Will teachers be assessing work?

Information is forthcoming based on direction from the Provincial Response Planning Team

March 26 Update: *assessments will be on-going for students in Grades 10-12 who chose continuous assessment*

Q: How do we differentiate activities for students especially those with IIP goals and on alternate math programs? Do we assign separate work for just them?

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: I teach almost 200 students in this building so I assume just contacting the parents that I feel I need to talk to will suffice? Or just posting my email address on my google classrooms so parents can contact me if they would like to discuss anything?

Determined at the local level

Q: Will we be able to access the building at all during the closure in order to scan documents we may want to provide for students?

Not during the cool down period, March 20-27, 2020. More directions will follow.

Q: Just for consistency purposes, when should we start reaching out to student and parents through technology for student learning purposes? Use next week to get ready and then begin on Monday, March 30th?

After the cool down period of March 20-27, 2020.

Q: Departmental exams. are students still writing them?

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: K registration – sent directly by parents to info@gssd.ca . Do they have to send to school as well or not?

No, the registrations will be forwarded to the schools

Q: When is the actual cut-off for the marking of student work?

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: After this week away from school, when we start up, presumably online, or with some similar format is the work being done with only the students interested in class content, or are all students to be included?

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: Our Student Led Conferences were held on March 12, with the next night scheduled for May 6

It's too early to determine the May 6th SLC

Q: Report Cards for Semester II Term III are scheduled to be mailed out on Tuesday, April 21

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: What happens if a student is taking a class as an 'audit,' does the mark that they have attained thus far have to be reported to the Ministry, or can they drop the class prior to the mark being submitted?

An audit doesn't receive a mark

Q: How do we teach a class that requires software that isn't free?

Follow Copyright and licensing agreements

Q: In relation to copyright, can we take photos of textbooks and post them online? How much can we post?

Follow Copyright and licensing agreements – you can not take a photo of a textbook

Q: What are we supposed to do with the practical portions of our classes?

Use your professional judgement on how students interact with the content. Current DL classes can be used as a guide.

Q: What if we do not feel comfortable calling from our personal telephone?

If you don't feel comfortable using your personal telephone, you may have the option to use zoom

Q: Working from Home March 20 – March 29 - Hourly email checks – do these just apply within school hours?

YES

Q: Working on lessons – some concern over what that means.

It's preparing yourself to continue with some form of supplementing programming after the cool down period.

Q: Final Grades - If a student has a failing mark, will it be reported as such but credit given? Do they fail or make it up?

Information is forthcoming based on direction from the Provincial Response Planning Team

Additional March 26 Updates:

Q: Please provide clearer the expectations of the GSSD with the assessment process at all grade levels in the supplemental education phase.

This will be provided in the GSSD Supplemental Education Plan

Q: Has a mechanism been developed to gather information from high school students as to whether or not they wish to continue with their studies?

Yes, this will be provided in the Supplemental Education Plan

Q: Prior to leaving for the period of March 20-27 we had instructed our teachers to replace marks in Maplewood that were denoted as 'Incomplete' with '0's.' This was done so that parents/students would be able to see where their son/daughter actually stood academically within a class. The desired effect was that when we began to oversee learning via a Distance Ed model of some sort, students/parents would be motivated to turn in assignments that were due prior to March 13 for marking so as to improve their grades if they currently had a failing mark or a mark that they wished to improve upon before it was submitted to the Ministry. Should this be left as is, or changed in some manner?

- *Every student who has submitted any amount of work to be assessed will receive a 50 or greater*
- *A mark of 50% will not be applied where a student has no completed any outcomes or a teacher has not evaluated any outcomes as of March 13, 2020*
- *A minimum final mark of 50% or greater is to be applied to outcomes evaluated to date in subject areas as of March 13, 2020*
- *Students will be afforded the opportunity to improve the mark in the supplemental learning offered by the Division*

Q: If teachers have the ability to turn their current face to face class into an actual Distance Learning class should they be encouraged to do so?

This is at the discretion of the student as to whether or not they want to continue as displayed in the Supplemental Education Plan flowchart

Q: Is March 27 still the date that staff, that are ready to provide distance learning, can start?

Information is shared in the Supplemental Education Plan flowchart

Q: If we move to a distance learning platform and a teacher falls ill, what happens with their distance learning class? Should teachers of on-line platforms be expected to share their "log in" with administrators to circumnavigate this issue should it arise?

- *This is to be determined on a case-by-case scenario*
- *The School Administrator will be tasked with ensuring that this position is filled internally*

Q: If a DL student accepts a 50% or greater in their current courses, but was expecting to be enrolled in another course by the end of March, does that student have the option to still waive the current courses, but work on the newly enrolled course? Or, is it an all or nothing option? I realize it seems like a cheat in the system, but a question that I feel will be brought up the student/parent.

Yes, that would be acceptable under the current standards

Q: What is the admin role in the supervision of teacher development of online supplemental learning (Ie: are we to join and observe their classes, etc..)

- *The expectation is that Administrators would have regular check-ins with their teachers during PLC*
- *Administrators are expected to ensure the success of teachers and all staff with respect to student learning*
- *This will be determined at the local level*

Q: Does supplemental learning mean sharing some great resources with ideas already, or creating our own tasks?

Both

Q: Can we use the week of March 30-Apr 3 to poll which families want supplemental learning

Yes, refer to the Supplemental Learning Plan flowchart

Q: Will students who have not been involved in DL have the opportunity to enroll in a distance learning class to earn a high school credit?

Yes, refer to the High School supplemental Planning flowchart

Q: Kindergarten Registration - What does this look like for new-Canadians? Do they still need to register with SWIS or GSEC?

Families will need to be connected to SWIS workers via email

Q: Will International students be provided a refund on their tuition?

No. Refunds will not be issued. International students are invited to access supplemental learning opportunities online.

Q: While some teachers could/will be quite busy with continuing their teaching through an on-line platform, can we have some direction with what to do with our teachers that won't? Some of our teachers are 100% in the shop - we will need some direction for moving forward.

- *There will be PLCs planned for the week of March 30*
- *We recognize that not all teachers will have a homeroom but that they will contribute to PLCs*
- *This might be an opportunity for exploring special project credits for high school students*

Q: According to yesterday's RPT update, students and parents will have the choice to work on supplemental learning opportunities. What do we do with the families that answer no? What would we do with those students? Just continue to check in and see how they are doing?

- *Ongoing contact with families can be determined by the Administrator and Teacher*
- *Teachers, administrators and other staff should remain connected to the student, families and communities they serve.*
- *Families and students have the autonomy to determine their level of engagement in education at this time; this can be communicated at the initial contact*

Q: Can we distribute hard copy materials (paper) to families? This has been requested from many elementary families. If yes, what would be the acceptable process?

To be determined

Q: Could there be Professional Development opportunities provided around online platforms and learning prior to launching to students and families? This would be beneficial to receive as administrators prior to release to staff so we are knowledgeable in all areas across the board.

Administrators are encouraged to sign up for online webinars being offered the week of March 30

Q: Should Admin be asking teachers to log what they are doing on a daily basis for accountability? Ex. in a google doc

No, we trust the professionalism of all staff. As a part of their professional responsibility, administrators will connect with their staff frequently, based on their local context.

Q: Assignments that are completed at home in the elementary level, are these being used for assessment, grading or both?

No, this is not required. Refer to the Supplemental Learning Plan document.

Q: Clarification on grades prior to March 13. If I assigned the work prior to March 13 and made the due date March 16, is that assessment still valid? Can it go in the mark bucket?

Refer to the Supplemental Learning Plan flowcharts.

Q: Has there been some thought put toward supporting some of our students who do not have stable wifi in their homes? (Could be no wifi in home, rural students, etc?) In particular, there are some upcoming online assessments that require wifi. See earlier comment about bus drop off. Social distance can be an awareness item. Use of school bus drivers if they are to remain on salary. Not sure how this would solve the problem of no wifi.

We are working with our Tech department and the Province to determine a solution.

Q: Would we be expected to provide technology from the school such as a chromebook if they identify the need?

- *Schools will be asked to reach out to families with a Google survey – this is one of the questions to be asked*
- *We are currently exploring options for getting devices to students*

Q: A question students/families will have is what if they choose ongoing assessment and their mark goes down from what it was in March when school closed? Would their original mark stand?

This question is currently before the Ministry to answer

Q: What if they choose ongoing assessment but then decide they don't want to continue with that?

We would treat this like a regular situation – students would be given the opportunity to drop the course but would not have the benefit obtaining their mark as of March 13.

Q: Can a choice be made between Google Classroom and Moodle? I for one do not use Google Classroom but already have moodle courses for all of the courses that I teach and my students are familiar with that set up.

If you are currently using Moodle as a platform with your students, there is no need to offer Google classroom – continue with Moodle.

Q: Wondering about clarifying situations where students are enrolled but have not completed any outcomes. It was my understanding students who had not handed anything in would not get the chance to receive a 50 and would have to choose to continue the course. If this was the case, then it would need to be clear in the concept map about those students.

- *Students will receive a minimum mark of 50 "IF" they have completed at least one outcome.*
- *Any outstanding work that can be turned in for assessment toward the completion of an outcome should be accepted. Students would NOT be forced to continue in a course.*

Q: As for the flow chart, timeline seems do-able for high school. Would it be for all classes (including electives like Wellness/Commercial Cooking)?

We are still exploring opportunities for Physical Education classes. PAA courses will likely not be continued.

Q: Will students be allowed to switch between choices? I can see a student opting for continuing with the course and summative assessment and then decide to audit and ask for the March mark (option 1)

Students will be required to state their intention and it will be an “all in” or “all out” option.

Q: Will students be able to take a DL course in place of one they have already started? In other words drop or take the current mark, and then take the same course on DL. Example: Student A does not like Teacher B. Takes the mark they already have, and then enrolls in the same course but DL. If student A is allowed to do this will they be required to take the entire course? They will be allowed to start the course from where they left off.

- *DL courses will remain open for registration until April 21st. Students are able to register for classes if there are seats available.*
- *As is always the case, the Online Administrator and course instructor could determine that completed outcomes for a course not be repeated.*

Q: Students who choose to continue on with the course, with continued support and ongoing assessment, I assume will only be required to submit assignments/projects for summative assessment. No tests? No Departmental?

- *Summative assessments may include but are not limited to, assignments, projects, open book exams, written submissions, etc.*
- *For the school year 2019-20 all grade 12 teachers who are not accredited will be able to give their own final exam as though they were accredited.*

Q: Will you send out a “script” or talking points for us to use when talking to parents? Can we get the parents to sign a form with their choice?

We are hoping that the assessment questions we have answered, along with the Google form will guide your conversations.

Q: Are these three options: students auditing courses; students choosing continuous assessment; or, students choosing to discontinue study only for grade 10-12? Or 7-12?

The options provided are for “credit” courses only.

Q: There will be questions especially in the North, but in other areas as well about tech/internet availability. Will there be guidelines around the lending of tech devices like Chromebooks? Also we

will get requests for some students who do not have or have limited internet access to come to use space in the school.

We are currently exploring what we can do to support technology requirements. The province is also exploring internet options.

Q: Will students who are looking to improve their marks be allowed to extend the extended learning opportunity into the summer, and if so what will the requirements of teachers be? You know a teacher is going to ask.

- *It is advisable that teachers stick to the “essential outcomes” for their courses to avoid the need to extend learning past June.*
- *Teachers will not be expected to support students during the summer months.*

Q: If a student does not finish the extended learning as laid out by the teacher, what is the final mark? The progress to date? The mark from April report card? Is the expectation that all students who pick 3 get to a specific point?

In this case the student would be assessed on the outcomes completed

Q: I think teachers will be asking lots of questions regarding the assessment piece. For example, if a kid has a 95% and elects to continue with the course do you assess them accordingly (maybe dropping their mark) or is it frozen? I can foresee lots of questions in this area

We are currently awaiting an answer from the Ministry regarding this question.

Q: We will need a message sent to parents explaining the upcoming process prior to the phone call they receive asking to choose one of three paths otherwise they may need time to come up with a definitive answer

We are currently working on a “parent/student friendly” version of communication to share out.

Q: Do our teachers need to change the 0's currently in Maplewood for assignments not completed prior to March 13 to 50's?

- *We would expect that any outstanding assignments be accepted and assessed accordingly.*
- *If a minimum of one outcome is completed, the mark a student receives is at least 50% based on the work submitted.*

Q: Are the zoom classes going to be recorded for kids that have found employment to work around their new schedules?

- *The intent is not to have teachers hosting 1 hour Zoom sessions each day like a regular class.*

- *We are hoping that Zoom sessions would serve as tutorial opportunities/question & answer/etc. Though it is not expected that Zoom sessions are recorded, it would be encouraged. These sessions could then be posted in Google Classroom*

Q: We have lost at least 20 teaching days, is the feeling that cutting out some fluff from courses will still allow the essential outcomes to be covered?

We would recommend that teachers focus on the “essentials” for success at the next level

Q: If a teacher is ready to begin teaching the week of April 6-9 are they able to begin sooner?

We are currently exploring the possibility of moving the start date up.

Q: Are admin going to be allowed back in their schools beginning on Monday, March 30?

- *At this time, only those deemed as “essential” service are allowed back in schools*
- *Administrators will not be back in their school before April 20th, 2020 at the very earliest*

HUMAN RESOURCES

Q: Some confusion about calling in sick as under the Attendance heading the 4th bullet says “if you become ill, you are required to make your supervisor aware and your sick days will be accessed.” is this maybe after the 27th?

No, we are following regular procedures. If you become ill, it is important for supervisors to know.

Q: Expectations/Requests for teachers to "stay home" 24-7? Given child care reasons, can work take place outside of school hours? Are teachers still observing work hours while "home bound?" Is this days per week? Hours per day?

We are bound to follow the sanctions put forth by STF. We will not ask staff to work outside of their regular work hours. It is important to note that GSSD has placed priority on security and staff wellbeing. Assigning you to work from home is a legal means to ensure that people continue to get paid.

Q: There is clarity on sick/personal leaves etc during the months ahead, will there be reporting in terms of "in school" and "out school" working to be reported? Roll call for professional staff?

No, the days you work from home will be “quarantine” days. Regular leave procedures remain in effect with the exception of the need for medical notes after three days.

Q: Recognizing that some students/families may be having issues during this pandemic, how are /divisions/schools/counsellors planning on supporting? As students exited the building, there were varying degrees of coping levels.

We understand these are difficult times for students, staff, families and the community in general. A number of public health supports are available. Supports for students have been put in place by school counsellors.

Q: Will there be the option of "voluntary layoff for EA" during this time period without penalty or risk of not having a continuing contract, so that one may attend to family or personal matters.

We suggest you call the HR department for further discussion.

Q: Staff members have asked about expectations outside school hours. "Self-isolation"

There are no expectations for staff members outside of regular work hours. Working from home is considered self isolation.

Q: Workplace accommodations: EA work from home? What does it look like?

At this point, we are uncertain what an EA role will be. It will likely include planning and PD.

Q: How much notice will we receive before we return?

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: Do permanent EAs have their jobs back when school resumes if it's weeks, months, or fall?

Yes, all permanent contracts will be honoured.

Q: What does a Student Support Teacher and/or Education Assistant role look like moving forward?

All staff members play a valuable role for GSSD to return to normal.

Q: What exactly are we expected to be working on from home? Are we just to be checking emails?

Directions will follow prior to March 27. Our focus is currently on staff/student wellbeing

Q: Can we be seen out in public during school hours? (Example: Just in case we need to run to the grocery store for self/neighbor/elderly)

We encourage you to practice social distancing and wash your hands.

Q: What is going to be expected of us from "working at home"? (Accountability wise)

Expectations currently, is for you to be aware of GSSD communication and begin to prepare supplemental resources.

Q: What is from March 30 onward "working at home" supposed to look like?

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: Librarians- when schools reopen but students do not come back can we do a work from home/and work from work spilt? (One day at home, the next at work). I have kids at home and feel more comfortable if I can reduce the amount of time they are home alone.

Workplace accommodations will be considered based on individual circumstances.

Q: After March 27, can you only work at home if you are caring for a child? Or is this an option for all staff?

Workplace accommodations will be considered based on individual circumstances.

Q: What is considered a “must stay home for care of their children”? Does it have to be every day that we are suspended or can it be certain days? Ex. If I want/need to work 3 days from home and 2 from school a certain week would that qualify?

Workplace accommodations will be considered based on individual circumstances.

Q: If schools remain closed after March 30, but teachers are told to come back to the building to work, do we have the option to work from home instead (if we feel unsafe or have a spouse with a compromised immune system)?

Workplace accommodations will be considered based on individual circumstances.

Q: Do staff really have to still submit LOA's for appointments, sick, etc? Seems to be redundant since there will be no cost for subs. Also how do you enforce this? If you are sick and at home why the leave? Seems like more work for everyone with no way of tracking it? Example: How are we going to know if someone goes to a funeral and doesn't submit a leave? If they are sick and don't submit a LOA?

Yes. We are obligated to follow collective agreements.

Q: Some Administrators have spent the majority of our time preparing staff for our new reality, and in light of the restricted time in the building due to sanctions. I don't believe I will be able to walk out of the building with what I'm going to need to work from home at the end of the day. Not close to ready. Can Admin come in Friday get prepared and then leave when ready? Keeping true to the sanction guidelines from the STF.

No. Staff safety is priority.

Q: Some staff have spotty internet coverage and may not be able to receive all emails in a timely manner, expectations for reply time?

Please understand the positive intent of this directive. Communication in a time of crisis is critical. We need to be able to pass on information as it becomes available to us. With people working in silos there is limited ability to interact and communicate socially. This directive is to ensure the actions and decisions of GSSD's Continuity team are received by every employee.

Q: Staff access to building for supplies after March 30th?

March 26 Update: *Based on the direction of the Board, GSSD will not be allowing any non-essential employees to access the building without prior approval until after the Easter break, or until further notice.*

Q: Support staff that may have a second job, must not work during the school day, correct?

Yes, that is correct.

Q: If I or my husband catch it, I will need to use sick days, even if we are working from home? I also have a doctors appt. scheduled for the 26th, do I need to do a LOA for that as well, even though it's our work from home time. It also says from March 20-27th we are working from home and ensures that employees do not need to access medical leave.

All leave procedures will remain in effect.

Q: LOAs from March 20-27 - The pre-booked LOA days (medical/personal) do we leave them as that? While on this week if they get sick do they fill in a LOA for that and are they accessing sick days? or still on "Quarantine" time?

If you are still attending appointments, the leave remains in effect. If the leave is cancelled, follow regular procedures.

Q: Administrative Assistants who are scheduled as 5.5 hours on student days and 5.0 on non-student days - moving forward is she 5.5 or 5.0?

The Administrative Assistant would follow the current calendar.

Q: Why are only facility staff and technology communication staff deemed essential?

Our caretaking and facility staff have the first critical role in bringing GSSD back to a regular state of operation. We need to be certain that our buildings are free from the COVID-19 virus. This means a deep cleaning of all areas where the virus could lay. In short, every area where a human can touch needs to be disinfected.

Networks are essential for our ability to communicate. We must ensure that we are able to contact every staff member and family of GSSD in short notice. Email, Synrevoice, Social Media and our webpage are all reliant on the technology department and essential to keeping our stakeholders informed.

The Director of Education is essential to oversee the operation of the Education Continuity Committee

Q: I have vacation days booked. Can I still go?

Yes, you may still use your vacation days.

Q: Can I cancel personal/vacation days booked?

Yes, follow regular leave processes.

Q: I have EDO's booked. Will I be charged for those?

EDOs that have been taken, you will be recorded. EDOs that are booked in the future should be cancelled through regular procedures.

Q: This is an incredibly stressful time for me and many others. Does GSSD have mental health supports in place that employees can access?

Yes, through your collective unit and public health. Information to access will be obtained on our website.

Q: On page 4 under Attendance in bullet 2, it states "It is expected that everyone who has been assigned a school division laptop will be able to complete a modified version of their job description." **What does this look like for a grade one teacher?**

March 26 Update: *Details are contained with our Supplemental Learning Plan. Generally, this would mean that all teachers will be expected to work from home until April 20/20 or later.*

Q: Is Atrieve training still going on for Admin Assistants on Monday?

March 26 Update: *Yes – details will be shared*

Q: if school does not resume, are thoughts being given to what can be done for our grade 12 graduates? They are devastated and certainly deserve something to honour their achievement!

Information is forthcoming based on direction from the Provincial Response Planning Team

Q: when can we expect updates? Daily/ weekly/? Certain times of day/random?

We will venture to inform you as soon as information is available to us.

Q: Is being pregnant a reason to be working from home? Or just coming in when I need to?

Follow your medical professionals' advice.

Q: What if the teacher would like zoom accounts longer than 40 minutes(free version)

We will need to keep it at the 40 minutes for now. Premium accounts can be made for those who need longer. That finds 40 minutes is fine and he uses it lots. Zoomers can take a quick break and launch another session to get more time. The instructions are good for what we have.

Q: Any funds for resources to offer online (cameras/ headsets)

March 26: *Supplemental resources have been provided on the GSSD website & portal. Additional teacher aides have not been purchased. Funds will be accessed from school based budgets unless authorized by your Superintendent of Education.*

Q: Can we choose what classes to offer learning support?

March 26: *Additional information related to learning supports for vulnerable students will be provided prior to the Easter Break.*

Q: Is there a better laptop I can work on, rather than a Chromebook?

This is being considered. The Chromebook is a short-term solution.

Q: Can we set our own hours when we work from home?

If you are a teacher, you are directed by the STF to adhere to sanctions. Remainder of staff are asked to use their judgement.

Q: Isn't it healthier for me to not stress out over online work, and rather look after myself, by taking an actual pause? It has been a stressful few weeks.

We recognize this is a stressful situation. We encourage you to access supports to focus in our your mental health and wellbeing. GSSD will support your continued learning.

Q: Why is there not continuity with what other school divisions are doing?

We are doing what the Provincial Response Planning Team has directed us to do. We are evolving as the need arises.

Additional March 26 Updates:

Q: If working from home please provide clearer guidance on support staff roles.(Admin Ass. EA Staff, Nutrition worker)

Refer to the Functional Group document

Q: How does the GSSD/Ministry view the “no gatherings under 10 ppl” concept as it relates to school setting?

Based on the direction of the Board, GSSD will not be allowing any non-essential employees to access the building without prior approval until after the Easter break, or until further notice.

Q: Are we prepared to tell students/staff/parents that we shall not be returning to school within our buildings this school year, or is a return date still up in the air?

On March 16, the Government of Saskatchewan announced that all classes in Saskatchewan PreK-12 schools will be suspended indefinitely, effective March 20, due to the ongoing COVID-19 pandemic.

Q: Please provide more clarification around CUPE staff specifically bus drivers and EA's. Will there be tasks for them to do?

Yes, details will be shared in the Supplemental Learning Plan

Q: To comply with 10 or less, principals could assign grades/staff to specific days or half days in the school? This may allow staff to prepare packages for students limited by technology.

Schools have been deemed to be closed to staff until further notice

Q: What will supports for our IIP students look like? What are the expectations for our SST's?

- *Information is included in the Supplemental Learning Plan*
- *PSPs will be offering support in speech & language and counselling*

Q: When the question arises about staff opting to work at home, have clear expectations/criteria been set? This is a significant question. Some staff are seeing as an "option." As one can expect, need is difficult to gauge.

- *Working from home is the only option unless you have been deemed essential*
 - *The essential services list will be evergreening*
- *If you're not working from home, this would require a leave*
- *If a staff member feels this is not an option, contact HR for direction*

Q: Several staff are concerned about returning to the building before the 14 day self-isolation. How do we move forward with staff who want to remain home for another week?

Non-essential staff members will continue to work from home until a date that is yet to be determined. Those who have been deemed essential should contact their supervisor.

Q: I was also wondering about a flexible teaching day. I know that some of our students will be doing childcare during the day so they might do school work in the evenings.

If our student contact time is 6.5 hours, can I move some of those hours (1-2h) to outside traditional school time (within reason)

Example - 11:00am-3:30 pm and 7:00-9:00pm

The Learning Supplement plan has lots of flexibility. However, those employees who are still unable to balance the care of their own children with the work at home tasks that have been assigned to them should contact their supervisor.

PAYROLL

Q: Extra-curricular and noon supervision forms that need to be submitted by the end of April - are these the ones that we typically submit at the end of May?

Yes, that is correct.

Q: Regarding the statement, "Regular payroll schedule until June", will those on 12-month agreements still be paid in the summer? Or will they be moved to 10-month?

The 'regular schedule' referred more to payroll cutoffs and pay deposit dates. All pay arrangements remain the same; if you are a 12-month employee or 12-month pay teacher, you will get paid in the summer.

Q: What code do we use when "All employees who must stay home for the care of their children can do so provided they are able to work from home" on March 18 & 19?

Employees are assigned to work from home. In most cases employees will be able to balance the care of their own children with work commitments. If this is not possible, employees are encouraged to access their collective agreements. There is an option for employees to reach out to their supervisor with a Family Status workplace accommodation. This would involve union support, lists of local childcare providers and documentation denying acceptance, and a list of family members and evidence as to why they are unable to support the employee.

Q: I have already used my EDOs but haven't earned them. Will I have to pay money back?

GSSD will determine that once we return to normal operations

Q: Would the division let us carry over more than 2 EDOs for next year?

GSSD will determine that once we return to normal operations.

Q: how will substitute 10 month employees find out to ask for an ROE, are we supposed to contact them ourselves and pass on the message.. who should they email in payroll?

Substitutes usually contact payroll or the main line at the end June, beginning of July or anytime during the year if they need one.

They can email Raquel.spilchuk@gssd.ca to request an ROE.

Q: What will happen with flex time for the remainder of the year?

Will be determined at a later date once we return to normal operations.

Q: Do we continue to turn in timesheets? If yes, how?

Yes, use email.

TECHNOLOGY

Q: Lending agreements for students requiring assistive tech - we have a few kiddos who have these as part of their program but they left without their chromebooks/iPads. Are we going to be asking families to return to the school to pick these up?

No, not at this time.

Q: What / How are we preparing to connect with students who don't have access to technology, wifi, and in some cases not even a home phone? They cannot access Zoom, See Saw, or Google Classroom without the school building. How are these students going to access education?

We will work together with school to determine how to get them supplemental information.

March 26 Updates

Q: Concerned about tech support moving forward. This will be overwhelming for those in this role. What are some initial plans to support the high demand that will occur? Will there be an increase in tech support (teachers lead learners)?

- *All tech questions are to be sent via to email helpdesk@gssd.ca*
- *Please refrain from contacting tech support staff directly*

Q: Is it possible to lend out tech (chromebooks) from our schools? What would the expectations be around this?

Information will be provided by Tech services

Q: How do we support staff who do not have internet access at home and are expected to work from home?

FACILITIES

Q: Do caretaker put the flag out?

Flag protocol still applies.

Q: Why do we need Superintendent approval to enter the building?

We have the responsibility to ensure our buildings are safe.

March 26 Updates

Q: Will staff be able to enter schools next week? Will there be guidelines around hard copy resources or other items teachers are asking to provide?

- *For the safety of staff, access to GSSD buildings has been restricted to essential workers*
- *Information will be forthcoming in regards to how a staff member can access the building*

GENERAL

Q: What is the definition of essential workers? Is it legal?

Essential services are those that provide safety and security for the staff and students of the GSSD. The intent is to help GSSD return to normal operation.

Q: Is it safe for those employees you have declared essential?

According to the SK Employment ACT, if staff feel their work is unusually dangerous, they are to contact their direct supervisor immediately. The supervisor is to contact GSSD Facility Department and make the local OHS Committee aware. Staff have the right to refuse work where they have reasonable grounds and believe they are being asked to perform work that is unusually dangerous.

Q: What is the process for Yorkton schools mail delivery?

- *Canada Post at the Ball Road location will be holding all mail for GSSD school in Yorkton.*
- *Principals or designated person will be able to pick up their mail from Ball Road in the future.*
- *There is currently no charge for this service.*
- *Rural schools will have mail held at their local post office or in the regular lockbox location.*

March 26 Update:

TRANSPORTATION

Q: If bus drivers are employed, might they be used as drop off “once per week” to rural homes? This is reportedly being used in other provinces. It would be given that this is during safer periods of COVID.

To be determined