



Shenendehowa

Central School District

As we did with the student(s) who were chronically absent, did not participate in class, and completed little if any school work during the traditional school setting, we know that there will be students who are not engaging with their teachers digitally. We need to be mindful that the reasons for this disengagement can vary greatly and are in some cases due to serious circumstances beyond anyone's control. Our communication should be compassionate and through the lens of offering assistance. Here are some basic steps we can take to try to reach these students:

Teachers: As in the regular school setting, teachers should be the first to reach out to their students in need. Here are the steps in order teachers should take first.

1. Regular Assignments/Google Meets/Communications with whole classes/sections of students.
2. Targeted emails directly to the students and families of anyone not engaging in the continuity of instruction.
3. Phone calls to the families of students who may not be responding to any electronic contacts.

Resources (click on link):

- How to call and block your number
 - At times a parent will not answer a blocked number. To address this, leave a message stating who it is and let them know you will be calling back at _____ time. They will often pick up the next time. It is helpful to reference the fact an email was also sent when leaving a message sometimes prompting an email reply.
 - It is helpful to indicate the reason for your call being to offer assistance not to let them know what is not being or has not been done. Remember the lens should be positive and welcoming. Our words along with our approach right down to the tone of our voices is vital in conveying this message.
- [How to call from a Google Meet](#)
- How to help a student with a Chromebook or Tech Issue

Administration, SRO, and Counselors: If teachers have gone through the steps above, and still have not been able to reach a student/family, they should forward these names to grade-level administration and copy the principal so that we can take the next steps including but not limited to:

- Administration and counselors will work to call home as well. *Please provide student names to the grade level team and building principal (Assistant Principal, Associate Principal, and Mr. Agostinoni).
- SRO may be utilized to conduct a home visit with administration. May include a letter such as this to the family.
- Interventions after teachers exhaust all options
 - Engage administration, counselors, RSP's, outside agencies
 - Calls and emails
 - Targeted video's sent home
 - Physical letters
 - Home visits

We want to be sure that as a school team as a whole we do our very best to exhaust all options to reach our students. The reality is that just as is the case during a traditional setting, we will still have some students who will continue to be difficult to reach. It is our obligation to continue to use all of our resources to reach students.