Dear Louisiana Vendor Partner,

We are interested in learning more about your plan to support Louisiana school systems during periods of continuous learning. [Continuous learning](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/louisiana-continuous-education-toolkit---guidance-and-tools.pdf) is the ongoing student learning that will happen during extended school closures.

Please complete the attached survey. Provide a brief response for each applicable section and include links to guidance or resources available.

Sections I, II, and III of the survey will be formatted and shared in our [Academic Resources](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/academic-resources-for-school-systems.pdf?sfvrsn=a4ee9b1f_10) document that is provided in our Continuous Education Toolkit. It is important that responses are informative but brief. Please link resources with detailed directives. This template can be revised as new information is available.

**Section I. High/Blended Tech Guidance**

**Section II. Analog/No Tech Guidance**

**Section III. Supporting Special Populations Guidance**

We are also working to develop additional guidance around supporting students with unfinished learning due to extended school closures. Section IV of the survey is for informational purposes only and will not be shared externally at this time.

**Section IV. Future Guidance**

To participate, please download the Word document titled “Curriculum Provider Guidance Information” that is attached to this email and save it as filename: **Title of Publisher\_Title of Materials\_Supporting Continuous Learning Guidance.** Please send the completed template to [louisianacurriculumreview@la.gov](mailto:louisianacurriculumreview@la.gov).

**Survey Sections**

[Section I. High/Blended Tech Guidance](#_Toc36645657)

[Do you provide guidance for implementing a digital/hybrid distance instructional model?](#_Toc36645658)

[Section II. Analog/No Tech Guidance](#_Toc36645659)

[Do you provide guidance for implementing an analog/no tech distance instructional model?](#_Toc36645660)

[Section III. Supporting Special Populations Guidance](#_Toc36645661)

[Do you have guidance available to support special populations during distance instruction?](#_Toc36645662)

[Section IV. Future Guidance](#_Toc36645663)

[Will you have guidance available to support longer term continuous learning?](#_Toc36645664)

|  |  |  |
| --- | --- | --- |
| Publisher |  |  |
| Title of Materials |  |  |
| Grade Level(s) |  |  |

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### **Section I. High/Blended Tech Guidance**

#### **Do you provide guidance for implementing a digital/hybrid** [**distance instructional model**](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/distance-instructional-models.pdf?sfvrsn=9f1f9b1f_2)**?**

If yes, complete the chart below. If there are currently plans to modify, create, or add additional resources or guidance for school systems, please note in the response column “coming soon/expected by (anticipated date).” This will help school systems as they map out long term plans. (This information will be formatted and published in the [Academic Resources](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/academic-resources-for-school-systems.pdf?sfvrsn=a4ee9b1f_10) document.)

**High Tech Information Chart**

|  |  |  |
| --- | --- | --- |
| **Questions** | **Yes, No,**  **Coming Soon** | **Brief Response:** Include links to guidance or resources available\* |
| Are digital teacher guides available for materials? If yes,   * how do teachers access digital teacher guides? * do schools/teachers have specific login credentials? * are you currently offering universal login options even if a school hasn’t purchased the digital version? If so, when does the offer end? * is there guidance on how teachers can/should give feedback to students? |  |  |
| Are digital student-facing\*\* materials available? If yes,   * how do students access the digital platform? * do students have specific login credentials? * are you currently offering universal login options even if a school hasn’t purchased the digital version? * are there student-facing recorded lessons available? |  |  |
| Are there sample plans/structures available that give guidance for how a school/teacher may set up high tech distance learning? For example,   * Sample schedules * Classroom management suggestions * Feedback options |  |  |
| Are there print options available for student-facing materials that could be utilized in a blended digital/print approach? If yes,   * are there sample plans/structures available that give guidance for how a school/teacher may set up blended digital/print distance learning? For example, * Sample schedules * Classroom management suggestions * Feedback options |  |  |
| Are there parent resources available for school systems to utilize while creating continued learning plans for digital/blended schedules? |  |  |

*\*You may also name the resource here and email a pdf to* [*louisianacurriculumreview@la.gov*](mailto:louisianacurriculumreview@la.gov)*.*

*\*\*Student-facing materials are self-guided. Students can access and navigate to complete assignments with little support from a teacher/guardian.*

**Technology Specifications**

Technology specifications refer to the minimal technical requirements needed by a school or school district in order to adequately access and implement the instructional materials in the manner in which the publisher intended. Alignment between the technical specifications and local capacity supports the local allocation of resources in ways that ensure students have access to high-quality instructional materials.

**Technology Specifications Chart**

|  |  |
| --- | --- |
| **Technical specification components** |  |
| Device required (e.g., Desktop, Laptop, Tablet) |  |
| Operating System (Windows/Mac) |  |
| Software Requirements (e.g., Office, Adobe, GameMaker etc.) |  |
| Internet Connection (e.g., 1Mbps, broadband) |  |
| Web Browser Supported (Google Chrome, Safari, Internet Explorer) |  |
| Antivirus Software |  |
| Accessories (Headsets, speakers, CD-RW/DVD Drive, Wireless or Ethernet Network, etc.) |  |
| Add Others if applicable |  |

### **Section II. Analog/No Tech Guidance**

#### **Do you provide guidance for implementing an analog/no tech** [**distance instructional model**](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/distance-instructional-models.pdf?sfvrsn=9f1f9b1f_2)**?**

If yes, complete the chart below. If there are currently plans to modify, create, or add additional resources or guidance for school systems, please note in the response column “coming soon/expected by (anticipated date).” This will help school systems as they map out long term plans. (This information will be formatted and published in the [Academic Resources](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/academic-resources-for-school-systems.pdf?sfvrsn=a4ee9b1f_10) document.)

**Analog/No Tech Information**

|  |  |  |
| --- | --- | --- |
| **Questions** | **Yes, No,**  **Coming Soon** | **Brief Response:** Include links to guidance or resources available\* |
| Are print teacher guides available for materials? If yes,   * do teachers already have access to pre-printed guides? * if teachers do not have the guides, is there an option for teachers to access guides digitally to download/print? * is there guidance on how teachers can/should give feedback to students? |  |  |
| Are printed student-facing materials available?\*\* |  |  |
| Are there sample plans/structures available that give guidance for how a school/teacher may set up print-based distance continued learning? For example,   * Sample schedules * Classroom management suggestions * Feedback options |  |  |
| Are there parent resources available for school systems to utilize while creating print-based continued learning plans? |  |  |

*\* You may also name the resource here and email a pdf to* [*louisianacurriculumreview@la.gov*](mailto:louisianacurriculumreview@la.gov)*.*

*\*\*Student-facing materials are self-guided. Students can access and navigate to complete assignments with little support from a teacher/guardian.*

### **Section III. Supporting Special Populations Guidance**

#### **Do you have guidance available to support special populations during** [**distance instruction**](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/distance-instructional-models.pdf?sfvrsn=9f1f9b1f_2)**?**

If yes, complete the chart below. If there are currently plans to modify, create, or add additional resources or guidance for school systems, please note in the response column “coming soon/expected by (anticipated date).” This will help our school systems as they map out long term plans. (This information will be formatted and published in the [Academic Resources](https://www.louisianabelieves.com/docs/default-source/covid-19-resources/academic-resources-for-school-systems.pdf?sfvrsn=a4ee9b1f_10) document.)

**Special Populations**

|  |  |  |
| --- | --- | --- |
| **Questions** | **Yes, No,**  **Coming Soon** | **Brief Response:** Include links to guidance or resources available\* |
| Is there guidance provided for teachers and/or parents in supporting English Learner students that is specific to a distance learning environment? |  |  |
| Is there guidance provided for teachers and/or parents in supporting students with disabilities that is specific to a distance learning environment? |  |  |

*\* You may also name the resource here and email a pdf to* [*louisianacurriculumreview@la.gov*](mailto:louisianacurriculumreview@la.gov)*.*

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### **Section IV. Future Guidance**

#### **Will you have guidance available to support longer term continuous learning?**

This information is being collected but will **NOT** be formatted and published in the resources document at this time.

**Future Guidance**

|  |  |  |
| --- | --- | --- |
| **Questions** | **Yes, No,**  **Coming Soon** | **Brief Response:** Include links to guidance or resources available\* |
| Are there plans to provide professional development opportunities to support school systems to conduct continuous learning? Please describe. |  |  |
| Are there plans to address students’ unfinished learning due to extended school closure? Please describe. |  |  |
| Are there ways that the Department can support you with your plans? Please describe. |  |  |

*\* You may also name the resource here and email a pdf to* [*louisianacurriculumreview@la.gov*](mailto:louisianacurriculumreview@la.gov)*.*