



Coffee County Board of Education

KEVIN D. KILLINGSWORTH
Superintendent

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April 2, 2020

Parents of Students in the Coffee County School System,

I want to thank each of you for continued patience and cooperation during these unprecedented times. Since the closure of all schools became effective, our school/district administrators have been working diligently to create a plan to ensure the safety of students and teachers while providing educational resources for our students to complete the 2019-2020 school year. Many of you have questions, which is totally understandable. We have been presented with several options from the Alabama State Department of Education (ALSDE) on how to deliver quality instruction by utilizing distance learning. This method of instruction will consist of many different forms depending on the availability of internet and/or electronic devices in our students' homes. Those that do not have access to internet and/or devices will receive take home packets in order to complete their assignments. These packets will be distributed by drive through pick-up on an assigned day from each school, mailed out to students' homes, or sent electronically. The packets will likely include multiple learning standards that may result in several days of work. More detailed information related to pick-up and delivery of instructional packets will be sent to all parents and students beginning the week of April 13.

We are fortunate to have teachers and administrators who, each year, strive to introduce 2nd - 8th grade standards before state testing. As a result, prior to the mandated closure of all Alabama K-12 public schools, a majority of standards required for each grade level/subject were taught by our teachers in anticipation of the opening of the Alabama Comprehensive Assessment Program (ACAP) testing window. Because most of the required standards have already been introduced, the total number of standards to be covered between now and the end of the school year is minimal.

If you have not received your electronic or hard copy packet by Wednesday, April 15, please notify your child's principal and/or counselor by email or phone. Although face-to-face instruction is not permitted, teachers may assist through email, phone call, or scheduled video conference. Please contact your child's teacher as soon as possible should your child need assistance. After completion of the packets, I would request that all parents return their child's packets electronically. All completed packets can be sent to teachers by email. At the end of each week, please submit all completed assignments to teachers so that your child's progress can be assessed. The deadline to return packets will be Friday, May 8, 2020. Packets SHOULD NOT be physically returned or delivered to schools. School principals will provide additional guidance regarding the return of instructional packets for their school.

Board Members

Brian McLeod, President Galen McWaters, Vice President
Mike Bailey Brandi Carr Larry Eddins Wendy Massey Eric Payne

Note: The school principal may adjust methods of instruction/assessment delivery depending on age/grade level appropriateness. In addition, online resources may be used as a tool for students.

Based on guidance from the ALSDE, the following grading procedures will be implemented for the 2019-2020 school year:

Kindergarten – 2nd grade: Final grade will include P, M, or E for each standard

3rd – 6th grade: Average first, second, and third quarter grades to determine end-of-year grades. Students are urged to complete the packet since mastery of standard based on this packet.

7th - 12th grade: Grades will include 1st semester grades and 2nd semester grades. 2nd semester grades will only include 3rd nine weeks. Students are urged to complete the packet since mastery of standard based on this packet. Principals will communicate this information in more detail.

Dual Enrollment: All dual enrollment students should contact their post-secondary institution for guidance and direction related to course completion.

Sincerely,

A handwritten signature in black ink that reads "Kevin D. Killingsworth". The signature is written in a cursive style with a long, sweeping underline.

Kevin D. Killingsworth