

ENGAGING TEACHERS/STAFF

No matter the condition, it will always be important for schools to engage with staff. Simple check-ins can allow you to collect data from staff as you work to operationalize your new vision for learning. Be sure to norm on responses to anticipated FAQs and how responses will be captured by all team members facilitating staff check-ins.

Video Conferencing/Phone-Call:

- How are you [all] doing?
- What are you worried about right now?
- What are you hoping for during this time?
- How have you been spending your time?
- What does your family's daily schedule look like right now? What does your schedule look like?
- Who is in your network of support right now?
- What has been the most helpful routine or resource for you [and your family] right now?
- Have there been any disruptions related to employment you want to tell me about?
- Are there any families or students you've been in contact with?
- What work resources do you have at home to engage in distance learning?
- What schedule best works for you to "fit in work"?

NOTE: The assurances or key messages that you and your team have normed on sharing should be included in the close of the conversation.

Staff Survey:

1. **What technology resources do you have access to?**
(Check all that apply.)
Cellular Device, Home Phone, Internet Service, computer with speakers/microphone/camera, printer/paper, etc.
2. **Which platforms, other than our school-based tools, have you used before? (Check all that apply.)**
<include in options platforms under consideration for distance learning>
3. **How has your role shifted in this climate?**
(Check all that apply.)
I'm caring for aging parents/loved ones, I have childcare/teaching responsibilities, I'm supplementing income, I'm directly dealing with illness
4. **Please designate the times of days you could dedicate to the distance learning plan.**