

Quick Tips for Building Systems for Virtual Curriculum Implementation



pivotlearning.org



When transitioning to virtual learning, everyone has an important role to play.

The shift to virtual learning doesn't just impact instruction. It also affects how teachers and administrators communicate and collaborate. As most districts work to move learning online during the coronavirus pandemic, educators and administrators alike have had to rethink how district and classroom systems operate. The same practices used onsite to ensure instructional excellence and equitable student outcomes are no longer applicable. However, they can be easily modified to accommodate a new reality: that the remainder of the school year will likely be spent working remotely.

This eBook offers four key stakeholders simple tips for supporting curriculum implementation during this period of virtual teaching and learning. If you're an instructional coach, principal, district leader, or teacher, keep reading for tips for adapting onsite systems for an online environment.

Virtual Systems Support from Pivot Learning

Pivot Learning works with districts to build capacity to implement systems in service of equitable student outcomes. As you address the challenges of distance learning and think about the future of instruction at your site, [please reach out to us](#) with questions about the adoption and implementation of high-quality materials. We're here to help you ensure every student has access to quality curricula and exceptional instruction, whether learning in or out of the classroom. [Learn more about our services.](#)

Coaches

As a coach, you're the first person teachers turn to with questions about virtual curriculum implementation. Be prepared for any inquiry by building the following systems to support online instruction:

- A system for collaborating with teachers about virtual instructional strategies
- A system for providing observation and feedback to teachers
- A system for supporting digital curricula implementation

Tips for Successfully Transitioning to Virtual Learning

- 1** Create a shared Google document to encourage collaboration with teachers. Ask educators to access the document to share strategies and solutions for common virtual implementation challenges.
- 2** Continue providing observations and feedback virtually through video conferencing. Schedule weekly check-ins with teachers to review questions specific to implementing and leveraging curricula materials virtually. If teachers need support that you're not able to provide, reach out to district leadership for assistance.
- 3** Take the time to carefully review your online instructional materials, and then establish dedicated "office hours" where you can video conference with educators to walk through accessing components of the online curricula.
- 4** Create a survey to gather teachers' most common obstacles to the digital curriculum and develop a helpful troubleshooting guide.

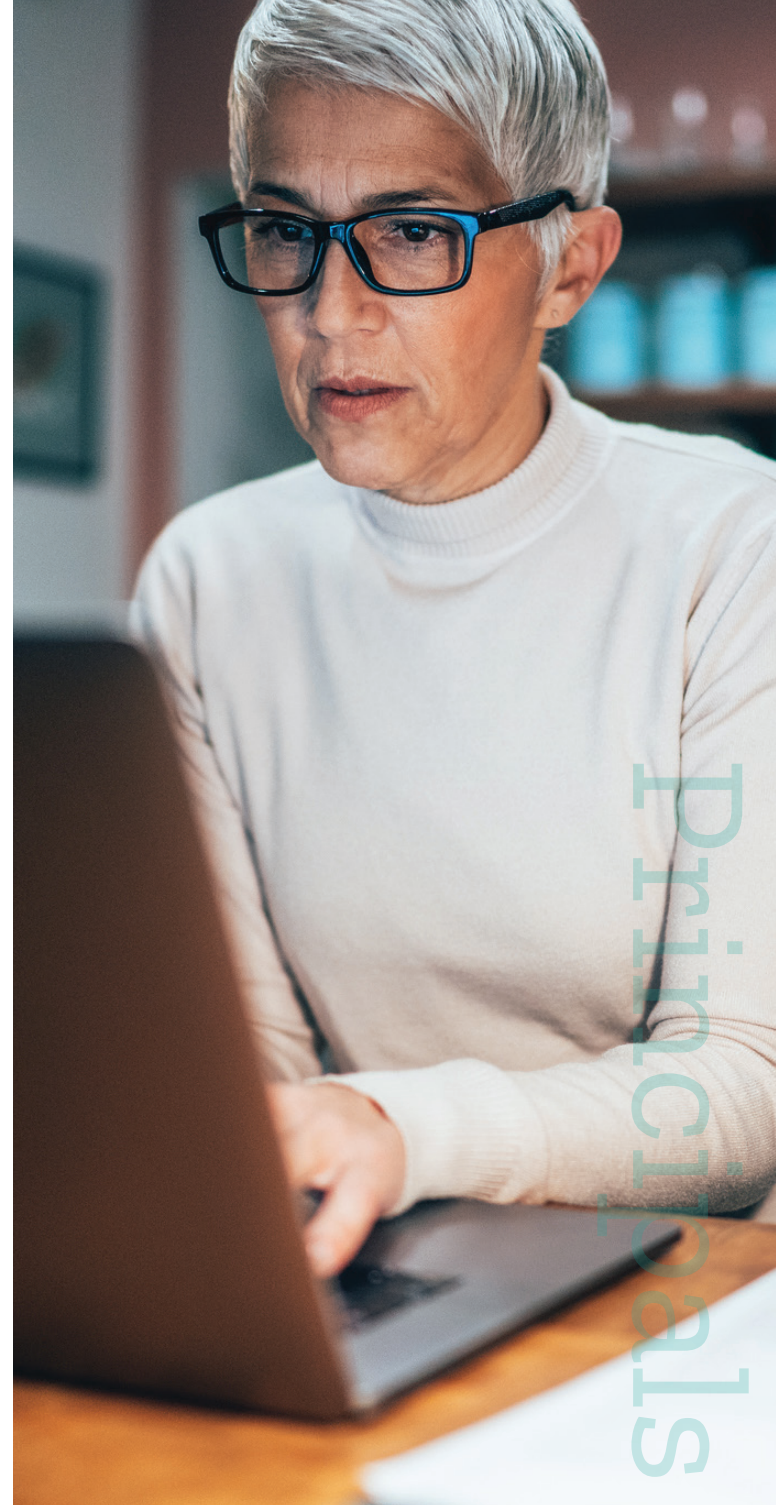


Principals

As a principal, teachers will be looking to you for guidance and support for navigating the move to online learning. It's important that you not only build a system for communicating your expectations, but also to continue providing high-level training and feedback to support teachers.

Tips for Successfully Transitioning to Virtual Learning

- 1 Continue hosting regular staff meetings using video conferencing, setting aside time to talk specifically about virtual teaching. During this time, you may model instructional strategies or ask educators to share solutions to challenges they've encountered.
- 2 Follow up staff meetings with a weekly email noting updates and changes for the week. Link to a document with a running, categorized list of all district updates and communications for your staff regarding virtual learning.
- 3 Create a schedule for checking in with your teachers, either individually or by grade level or subject, to discuss progress in virtual curriculum implementation.
- 4 Continue providing observations and feedback virtually through video conferencing, focusing on whether all students have access to the instruction and materials and ways to facilitate access where it is absent. If you identify teachers who need more support leveraging virtual curricula, reach out to district leadership or the curriculum publisher for assistance.
- 5 Develop a short weekly feedback survey that takes five minutes or less for teachers to complete. Frame questions to help you understand whether teachers are clear on guidelines and expectations set by the district. Address areas where clarity is needed at your next staff meeting.



District Leaders

As a leader in your district, the steps you take and the decisions you make will set schools and online classrooms up for success. Develop systems for teaching, observation and feedback, and supporting online curriculum implementation to establish clear expectations and a strong foundation for virtual instruction and learning.

Tips for Successfully Transitioning to Virtual Learning

- 1 Collaborate with principals and educators to create a set of virtual learning guidelines. Schedule online professional learning sessions through video conferencing to walk school leaders through the guidelines so they can communicate them clearly to their staff.
- 2 Review and revise your pacing and assessment calendars and clearly communicate any changes with all stakeholders.
- 3 Send a communication setting the expectation for observation and feedback cycles to continue, and explain the importance of keeping a pulse on student learning.
- 4 Reach out to publishers to inquire about additional training opportunities for teachers, coaches, and principals to help them leverage online materials fully.
- 5 Work with your district IT department to create virtual office hours or training sessions educators can attend to troubleshoot common technical problems.



Teachers

In a short amount of time, teachers have adapted classroom lessons for a handful of popular virtual platforms. While these platforms have proved pivotal to keeping learning progressing, they are not without their flaws. Not all students have equitable access to devices required for remote learning, and online environments are not conducive to all students' learning styles and needs. Keeping students attentive and on task also is a challenge. Follow these tips to keep students engaged and supported when using these popular virtual platforms.

Zoom

- 1 Replace classroom hand signals with [nonverbal feedback](#). For example, rather than raising their hands, students can place an icon beside their name to communicate with you privately, without disrupting the entire class.
- 2 Use the [annotation tools](#) to guide students through instruction. This is especially useful for providing English language learners and students with disabilities extra guidance and support during lessons.
- 3 Create and launch [polling questions](#) to keep a pulse on student learning.
- 4 Use [breakout groups](#) to enable small-group work.



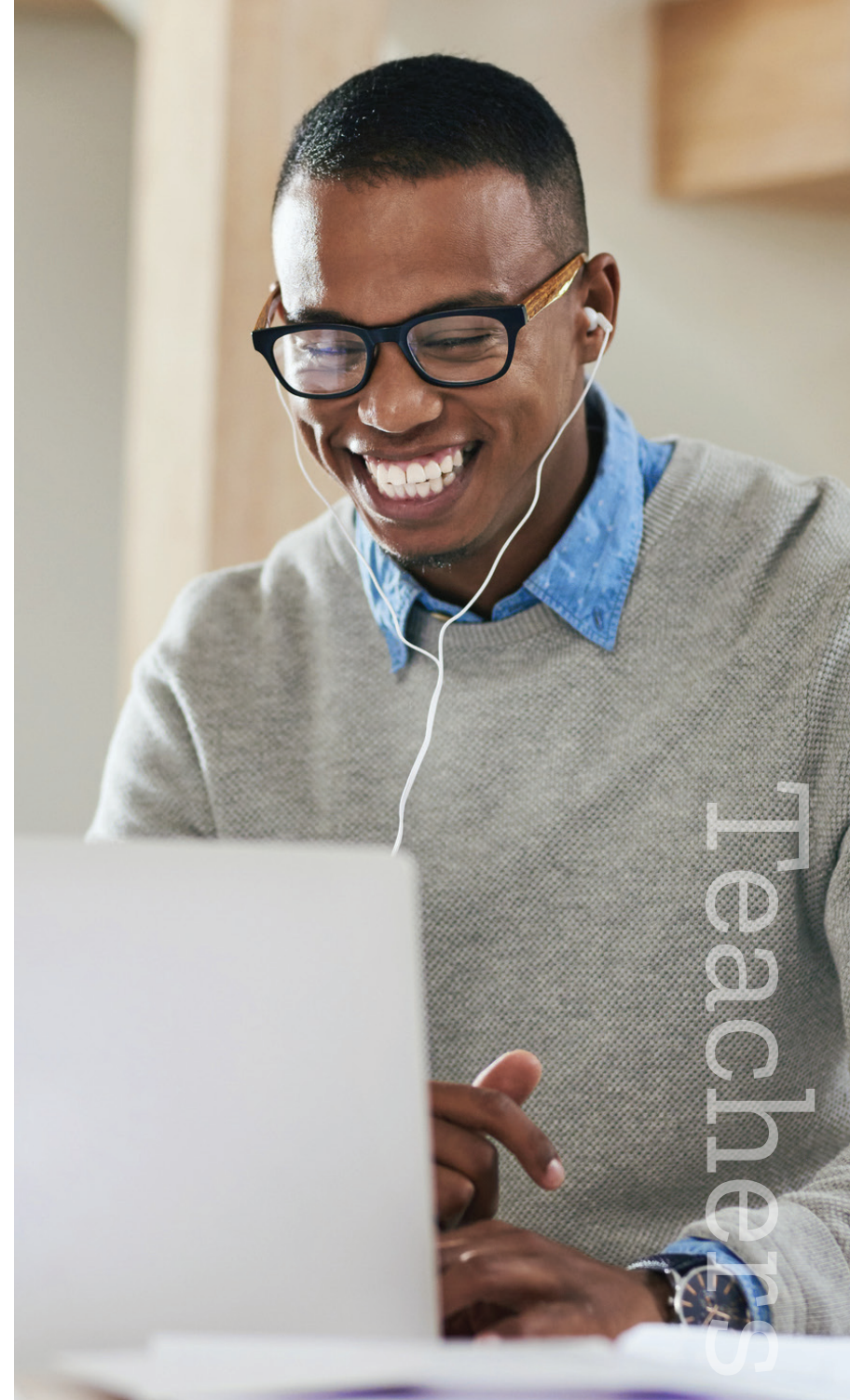
Teachers continued.

Google Classroom

- 1 Create a [classroom blog](#) to encourage students to reflect on what they've learned and respond to their peers.
- 2 Set up one-on-one discussions via [Google Meet](#) to provide students with more personalized instruction when they need it.
- 3 Assess learning progress by creating [quiz assignments](#).
- 4 Create meaningful small-group discussions that encourage critical thinking, communication, and engagement through Stream, Groups, and Hangouts.

Nearpod

- 1 Engage students and encourage them to take ownership of their learning with [student choice boards](#). Or, gamify your lessons with a [custom tic-tac-toe board](#).
- 2 Screen understanding of a concept by creating pre-tests through [student-based presentations](#).
- 3 Communicate one-on-one with a student by sharing text and images in real time with [Collaborate!](#)
- 4 Enable foundational skill practice through the [skill & drill](#) feature.



Teachers