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DR. ANDREW JACKSON  
Superintendent

KELLY ROTH  
Director of Student Services

DUSTY BURRESS  
Director of Support Services

MARY ANN BAINES  
Director of Financial Services

August 5, 2020

Dear Sunman-Dearborn Online Academy Parents:

Thank you for your patience as we prepare for the 2020-2021 school year. I am very excited to provide an online option for our students and parents. We have been working very hard to create the Sunman-Dearborn Online Academy (S-DOA) on a short timeline.

Normally, with a project of this size, we would have planned the entire school year to prepare for next week. Fortunately, I have an outstanding group of teachers, administrators, and staff who have teamed up to make S-DOA a robust instructional program for our students. The S-DOA teachers participated in a week-long training last week to prepare for next week.

With that said, I have several items of information to share.

### **Parent/Student Orientation**

In a normal situation, we would have an in-person orientation session for parents and students. Due to the circumstances, orientation will be conducted in small groups by our staff. Orientation will take place on Monday, August 10th and Tuesday, August 11th. Both sessions will be recorded as well for any parents or students who are not able to attend the live orientation sessions.

For grades K-5, the orientation sessions will be conducted by both the teacher and online success coach. For grades 6-12, the orientation sessions will be conducted by the online success coach. Please be checking your email for more information regarding the upcoming orientation sessions.

### **Mifi Request**

The school will provide a Verizon Mifi unit for any student or family who needs one. Both the unit and the monthly subscription will be provided by the school. In order for the Mifi unit to work, you must be in a Verizon coverage area.

Please use the form link below to request a Mifi unit. A member of our technology department will contact you to configure the Mifi to your student's device and make arrangements to receive your Mifi unit.

<https://forms.gle/YynNsSi5TYUA1mcY6>



### **Chromebook Distribution/Exchange**

Chromebooks will be ready to be distributed or exchanged on Monday, August 10th and Tuesday, August 11th. Please come to your home school office to receive or exchange your Chromebook.

All students in Kindergarten and all new students will receive their Chromebook during this time. All returning students in 3rd grade and 6th grade will need to exchange their current Chromebook for a different model.

### **Textbooks, Workbooks, and other Instructional Materials**

Textbooks, workbooks, and other instructional materials for all students in grades K-5 will be available in the school office on Monday, August 10th and Tuesday, August 11th.

Since most of the instruction at the 6-12 grade levels will be completed through various technology-based resources, there will be very few additional instructional materials needed from school. If additional materials are needed, your online success coach will contact you to coordinate receiving the materials.

### **Meal Service**

Both paid and free/reduced breakfast and lunch will be available to S-DOA students. Parents can receive five (5) breakfasts and five (5) lunches per week. Distribution will be at East Central High School on Tuesday and Thursday from 8:30 AM - 9:30 AM. Meal service will begin on Thursday, August 13th.

On Tuesday, parents will receive two (2) breakfasts and two (2) lunches. On Thursdays, parents will receive three (3) breakfasts and three (3) lunches. In order to register for meal service, please use the link provided below.

<https://forms.gle/SYZmKHmaz8kq87gM7>

### **Staffing**

We have completed staffing for S-DOA. Please see below for a list of S-DOA staff with emails. Middle School and High School teachers will be staffed with our current teaching staff. Schedules in PowerSchool are being updated, and will be completed by the end of this week.

<b>Name</b>	<b>Position</b>	<b>Grade</b>	<b>Email</b>
Michelle Hofer	Teacher	Kindergarten	mahofer@sunmandearborn.k12.in.us
TBD	Online Success Coach	Kindergarten	



Michelle Wheat	Teacher	1st Grade	mnwheat@sunmandearborn.k12.in.us
Mary Ann Cannon	Online Success Coach	1st Grade	macannon@sunmandearborn.k12.in.us
Rachel Strobl	Teacher	2nd/3rd Grade	rfstrobl@sunmandearborn.k12.in.us
Shaloh Champion	Online Success Coach	2nd/3rd Grade	sfchampion@sunmandearborn.k12.in.us
Kelly Ravenna	Teacher	4th/5th Grade	kravenna@sunmandearborn.k12.in.us
Samantha Hensley	Online Success Coach	4th/5th Grade	sjhensley@sunmandearborn.k12.in.us
Mandy Campbell	Online Success Coach	Middle School	mrcampbell@sunmandearborn.k12.in.us
Cindy Morton	Online Success Coach	High School	camorton@sunmandearborn.k12.in.us
Susan Timberlake	Online Success Coach	High School	smtimberlake@sunmandearborn.k12.in.us

The Online Success Coaches and K-5 teachers have some additional training scheduled for this week. Their first day is on Monday, August 10th.

Please do not hesitate to contact me with any questions.

Sincerely,



Andrew Jackson  
Superintendent

