

Sent to PAEA (union) but not teachers  
in Mid-December, 2014

Dear Gunn High School Staff,

I am writing to clarify and explain my position regarding teacher posting of course assignments and estimated time for completion using Schoology and its relationship to Appendix C, Section 1 of the PAEA contract.

First and foremost, I would like to apologize for the miscommunication on my part surrounding this issue. Although I tried to articulate my understanding that the contact does not require use of Schoology, and that I was requesting and not requiring its use as the building principal, I now see how some staff members interpreted this request as a directive. I apologize again for not being clearer.

Second, I would like to characterize my actions as a bit naïve and bold, but not manipulative or dictatorial. I wrongly assumed that the request to consistently use Schoology school-wide would be readily accepted by the Gunn staff. As a new principal, I saw a student need and a parent need, and I also saw that we had no data about nightly/weekly homework load and thought a small adjustment in our communication as a school could meet that need. However, I stand by my passionate request for teachers to use the Schoology calendar to post assignments, projects, and assessments, with due dates and time estimates in minutes. I believe that doing so would provide a complete view of a student's homework load in one place so that:

- students can more easily plan and manage their time
- staff who provide support to students across disciplines (case managers, counselors, Focus on Success, etc.) can see the student's workload on a single screen in Schoology.

Third, I believed I was acting both in accordance with and as required by the Board approved policy on homework and the accompanying administrative regulations (BP & AR 6154), which require me as the site administrator to do the follow:

- "Be responsible for ensuring compliance with the homework policy, including the use of feedback processes to support its use"
- "Have on-going dialogue with staff regarding effective homework strategies and practices"

- "Coordinate school-wide resources and practices that support homework completion, e.g. use of planners, library facilities and academic support program".

The Board and Superintendent have cited this policy numerous times as an area the schools need to direct their attention.

Fourth, I want to express my sincere appreciation for the time and hard work many of you have put forth to create and update web sites, Google sites, and other dynamic communication tools. My request for consistent use of school-wide communication tools was not intended to diminish the quality of work you have done on behalf of students and parents, but rather to ensure easy access to all assignments by special education staff, school counselors, Focus on Success teachers, Titan 101 coaches, parents, students, and all other people who provide cross-class support for students.

I look forward to ongoing dialogue with Gunn staff members about ways to enhance communication about student progress with all stakeholders.

Sincerely,

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