



Louisiana's ELA Guidebooks Distance Learning Strong Start: Instructional Materials Guidance

The Louisiana Department of Education is dedicated to supporting school systems as they transition to implementing high-quality curriculum in multiple distance learning scenarios. This document provides guidance for how to implement Louisiana's ELA Guidebooks in a high-tech and low-tech distance learning environment.

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Materials List for Distance Learning Implementation

Instructional Materials Access

In order for school systems to implement distance learning in any situation, access for ELA Guidebooks unit texts and unit materials must be secured.

Text Access (same solutions for high- and low- tech)
High-Tech and Low-Tech Solutions
<ul style="list-style-type: none">● Novels can be secured through American Reading Company.<ul style="list-style-type: none">○ Texts required to implement distance learning options are marked with orange house icons. School systems should secure a copy of those texts for each student.○ Texts recommended to support distance learning are marked with blue reader icons. School systems looking to incorporate unit related independent reading (IR) novels to make hybrid learning more flexible should secure a copy of those texts for each student as well.● Unit Readers can be secured through XanEdu.<ul style="list-style-type: none">○ A copy of each Unit Reader should be secured for each student.
Digital Text Availability
<p>The Department realizes that many school systems have an interest in digital text solutions as they transition to one-to-one models of instruction. While no singular solution for digital access is available, many of the unit texts are available in digital format through some widely-used digital platforms.</p> <ul style="list-style-type: none">● Novels<ul style="list-style-type: none">○ To assist school systems that are interested in supporting distance learning with digital text access, the Department gathered information on digital availability. Please note that this is not a list of free resources. Systems will need to create student accounts or user license agreements to access content from publishers.● Unit Readers<ul style="list-style-type: none">○ XanEdu is exploring options to provide digital unit readers in future years, but the availability of this product will rely on individual publishers agreeing to provide digital access to their copyrighted texts.



Unit Materials (options vary for high- and low- tech)	
High-Tech: Virtual/Hybrid Option	Low-Tech: Analog/Print Learning Plan
<ul style="list-style-type: none"> ● Teaching Slides <ul style="list-style-type: none"> ○ Guidance for converting ELA Guidebooks lessons for virtual instruction is available. ○ Teaching slides can be uploaded to online learning platforms, such as Google Classroom, or accessed through Louisiana Curriculum Hub. ● Student Materials Handouts <ul style="list-style-type: none"> ○ These materials are available for download for easy transition to online learning platforms or school-based printing. ○ A state contract for these printed materials is available through XanEdu. ● Learning Logs are required. A learning log is a student notebook or an online document students and teachers share. <ul style="list-style-type: none"> ○ Normal one-subject notebooks or composition notebooks can serve this purpose. No state contract exists for this purchasing. School systems will need a plan for procurement. ○ Online file sharing can also serve this purpose. ● Extended Learning <ul style="list-style-type: none"> ○ Protocols to support Independent Reading (IR) will be provided, if schools systems choose to purchase IR add-ons. ○ This option allows flexibility for students to continue exploring ELA Guidebook unit topics and themes if schools need to adapt learning for hybrid scenarios. 	<ul style="list-style-type: none"> ● Distance Learning Guidebook Companions¹ <ul style="list-style-type: none"> ○ Distance Learning Guidebook Companions will be developed for two units per grade level in grades 3-8 and one unit per grade level in grades 9-12. ○ The first unit for each grade level was released in July. The additional units will be released on a rolling basis in Fall. <ul style="list-style-type: none"> ■ These materials are available for download for easy transition to online learning platforms or school-based printing. ■ A state contract for these printed materials is available through XanEdu. ■ Grades 9-12 require a student materials packet as well. ● Distance Learning Guidebook Companion Feedback Guides <ul style="list-style-type: none"> ○ These Feedback Guides provide guidance for learning at home as well as answers and suggested student supports. ○ These materials are available for download or digital access. ○ Digital access is recommended, but these materials are available for printing, if school systems would like to provide teachers and/or parents with a hard copy. ● Extended Learning <ul style="list-style-type: none"> ○ Each Distance Learning Guidebook Companion includes days reserved for Independent Reading (IR), if schools systems choose to purchase the IR add-ons.

¹ Samples of Distance Learning Guidebooks Companions and Feedback Guides are linked on page 9.



Access to ELA Guidebook Unit Materials

ELA Guidebook unit materials are available for free via [LearnZillion](#)² and [Louisiana Curriculum Hub](#).

	ELA Guidebooks 2.0 (2016)	ELA Guidebooks 3.0 (2018)	ELA Guidebooks (2020)
Location	<ul style="list-style-type: none"> Located on LearnZillion via LearnZillion’s lesson player platform 	<ul style="list-style-type: none"> Located on LearnZillion <ul style="list-style-type: none"> Downloadable zip files NEW: Located on Louisiana Curriculum Hub <ul style="list-style-type: none"> Downloadable Google folder via the bulk downloader tool 	<ul style="list-style-type: none"> Located on Louisiana Curriculum Hub via digital platform
Supports	<ul style="list-style-type: none"> Original units and lessons include Guiding Questions and Prompts and approach guides 	<ul style="list-style-type: none"> Units and lessons include Possible Supports During the Lesson, Additional Supports for Diverse Learners, and approach guides 	<ul style="list-style-type: none"> Units include in-the-moment supports during the lesson, embedded optional activities to support and extend learning, and approach guides
Professional Development	<ul style="list-style-type: none"> Content Leader training PD Vendor Guide 	<ul style="list-style-type: none"> Content Leader training PD Vendor Guide 	<ul style="list-style-type: none"> PD Vendor Guide
Availability	<ul style="list-style-type: none"> Grades 3-12 	<ul style="list-style-type: none"> Grades 3-8 	<ul style="list-style-type: none"> Grades 9-12

² [LearnZillion](#) also offers a paid subscription for guidebooks.



Bulk Downloader Tool

The bulk downloader tool, available on [Louisiana Curriculum Hub](#), allows users to download full, customizable units of content from the ELA Guidebooks, grades 3-8 to a personal Google Drive. By clicking “Authorize,” users give permission to the bulk downloader to download a new copy of ELA Guidebooks unit material into a folder in a personal Google Drive.

Once downloaded, the units are organized into folders and all the files are editable, rather than view only. This allows users to make any needed changes to the ELA Guidebook materials without having to download each individual lesson and document. This also allows users to upload the unit content into Google Classroom more easily to better support distance learning, as users will have an organized unit on a personal Drive from which they can create assignments and quizzes in Google Classroom.

Directions for using the bulk downloader tool are [available](#). Most ELA Guidebook distance learning materials will be available using this tool.

Technology Chart

All students should have access to a device and the Internet, now more than ever. Student access to technology enables distance learning and a strong start to 2020. To help facilitate ensuring access for all students, the Department has developed [information and resources for discounted technology and broadband](#).

Technical Specification Components	Requirements
Device required (e.g., Desktop, Laptop, Tablet)	Desktop, laptop, or tablet
Operating System (Windows/Mac)	Windows PC or Mac
Software Requirements (e.g., Office, Adobe, GameMaker etc.)	Adobe
Internet Connection (e.g., 1Mbps, broadband)	Internet speed will affect download time
Web Browser Supported (Google Chrome, Safari, Internet Explorer)	Google Chrome works best, but others are also supported
Antivirus Software	None
Accessories (Headsets, speakers, CD-RW/DVD Drive, Wireless or Ethernet Network, etc.)	None
Add Others if applicable	



Guidance for Parents and Guardians to Support at Home Learning

Parent Overviews

A [grade-specific parent overview](#) is available for grades 3-12 to provide parents with information about each unit of study and possible ways to support students’ needs for learning at home.

- These materials are available for download on [Louisiana Believes](#). Grades 3-8 are also available through the [bulk downloader tool](#) on [Louisiana Curriculum Hub](#). Each ELA Guidebook unit folder will have a folder entitled “Parent Overview.”

Distance Learning Guidebook Companion Feedback Guides might also be shared with parents to support students who require this analog/low-tech option.

NEW: CommonLit Parent Access

The Department has partnered with [CommonLit](#) to create [Knowledge Packs](#) for teachers and to provide opportunities for parents to utilize their free, online library to support students in grades 3-12. School leaders and teachers should encourage parents to set up a free account so that they can create online classes, assign lessons, and review their child’s progress at home.

To support parents, CommonLit has created a [video](#) tutorial that includes step-by-step instructions for creating an account and utilizing accessibility features, such as text read aloud and translations, to support the unique needs of each child.

FASTalk from Family Engagement Lab

The Department has partnered with Family Engagement Lab to provide [FASTalk](#), an easy tool that sends families weekly text messages with curriculum-aligned learning activities in grades 3-5 supporting academic development. [FASTalk](#) accelerates student literacy gains through practical tips for parents to support ELA Guidebooks. Any caregiver with access to a cell phone can engage. With FASTalk, families receive [weekly ELA Guidebooks aligned activities via text](#) in their home language. For more information, please contact vidya@fastalk.org.



Guidance for Supporting Diverse Learners During Distance Learning

In order to ensure students’ individual needs are met, school systems need to develop a strong system for regular feedback and communication with parents and students. “Guidance for Learning at Home” is included in each unit’s Distance Learning Guidebook Companion Feedback Guide. Teachers should use the [Diverse Learner Guide](#) and the [Supports Flow Chart](#) to diagnose and support students’ needs.

Additional guidance for supporting the needs of diverse learners in a distance environment is [available](#).

Accessibility Options to Support Students with Disabilities

Many ELA Guidebook unit texts are available in accessible formats for eligible students through Bookshare. Students who require additional support to see printed text, physically hold a book, or manipulate pages experience challenges to fully engage in reading. Bookshare is an ebook library that provides Guidebook texts in an accessible format. Bookshare is free for all qualified U.S. students and schools. Learn more at www.bookshare.org, and set up your account using the [Educators Get Started Guide](#). Consider sharing Bookshare’s [Learn-at-Home resources](#) page, where parents and educators can sign up to receive Bookshare updates.

Additionally, many ELA Guidebook unit texts are available in braille and enlarged print formats through the [Louisiana AEM Center](#), and ELA Guidebook [Knowledge Packs](#) also offer [accessibility features](#) if assigned virtually through [CommonLit](#).



Addressing Unfinished Learning

Guidance for ELA, Grades 3-12

To support students in grades 3-12 in reading, understanding, and expressing their understanding of complex, grade-level texts, teachers should focus on supporting students in accessing the features of complex, grade-level texts. The [Louisiana Student Standards](#) for each grade level are cyclical in nature, with text complexity building at each grade level. Therefore, in order to address [unfinished learning gaps](#), teachers should:

- Teach grade-level content from selected ELA Guidebook units, using complex, grade-level texts.
- Use formative assessments within the ELA Guidebooks to regularly diagnose students’ needs.
- Provide targeted supports aligned to the theory of [diverse learner support](#), understanding that more students will need support and some supports will be provided in a whole group setting.

After students have received all possible curriculum-based support described above, a small subset of students may also require support in the areas of phonological awareness, phonics, and fluency through intensive interventions focused on the foundations of reading. Intensive interventions should be provided in addition to core, high-quality curriculum-based instruction. Please review [Foundations of Reading Intensive Intervention Material Reviews](#) to determine if particular materials are appropriate.

Guidance for ELA, Grades 3-5: ELA Guidebook Foundation Supports

The ELA Guidebook Foundations Supports were created to support students in grades 3-5 who struggle to read fluently.

These resources include both teacher-facing directions and student-facing materials. The teacher-facing directions provide guidance for explicitly teaching foundational phonics skills and practicing grade-level fluency. The student-facing materials include targeted skill activities and fluency practice passages directly related to the grade-level ELA Guidebook unit texts used during whole-class, core instruction.

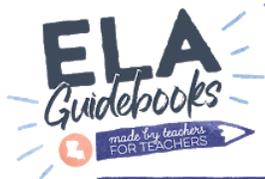
These resources should not be used for all students, but should be used to support students that have unfinished learning in regard to foundational skills during small-group instruction.

These updated materials are available for download through the [bulk downloader tool](#) on [Louisiana Curriculum Hub](#). Each ELA Guidebook unit folder will have a folder entitled “Foundations Supports.”



Knowledge Support: Social Studies Distance Learning Packets

To support students in building knowledge and enable continuous learning in the event of school facility closures at the beginning of the 2020-2021 school year, [social studies standards aligned distance learning packets](#) will be developed for each course in grades 3-8, US History, and Civics, for unit 1. The packets will not cover the entire content of the unit, but will focus on a key topic, and are designed to take approximately two weeks to complete. Teachers can use the packets as a cornerstone to build materials for additional content coverage. The materials will be designed to be low tech, but can be adapted for schools using an online learning platform.



Professional Development Plans

Teacher Leader Summit 2020

As part of the [2020 Teacher Leader Summit: The Virtual Series](#), the sessions listed below provided information on implementing ELA Guidebooks in a distance learning environment. Access to the recorded sessions is [available](#).

Title of Session	Session Description	Target Audience
L082 : ELA Guidebooks - Distance Learning in a Low-Tech Environment, Grades 3-8	In this session, participants will explore low-tech solutions for distance learning using Louisiana's ELA Guidebooks. We will explore purchasing options and guidance to ensure successful implementation.	School Leaders/Principals Teachers
L083 : ELA Guidebooks - Distance Learning in a Low-Tech Environment, Grades 9-12	In this session, participants will explore low-tech solutions for distance learning using Louisiana's ELA Guidebooks. We will explore purchasing options and guidance to ensure successful implementation.	School Leaders/Principals Teachers
L084 : ELA Guidebooks - Distance Learning in a High-Tech Environment	In this session, participants will explore high-tech solutions for distance learning using Louisiana's ELA Guidebooks. We will explore purchasing options and guidance to ensure successful implementation. This session will feature success stories from Monroe City Schools' leaders and teachers who have achieved success implementing high-tech distance learning.	School System Leaders School Leaders/Principals
T093 : ELA Guidebooks - Transitioning Guidebooks to High-Tech Distance Learning	In this session, participants will explore how to transition from traditional ELA Guidebooks implementation to digital implementation to be compatible with distance learning. Participants will also get guidance for how to provide effective feedback and support for diverse learners.	Teachers

ELA Guidebooks Professional Development Vendors

For a complete list of professional development offerings to support distance learning, please see the [Strong Start Professional Development Vendor Guidance](#).



Adapting ELA Guidebooks for Multiple Learning Scenarios

The 2020-2021 academic year will require school systems to plan for multiple different scenarios for how to engage students in high-quality ELA instruction using the ELA Guidebooks. Guidance for some possible scenarios is provided below. The scenarios below provide guidance for when traditional, in person learning is not an option.

	Scenario 1: Virtual Distance Learning	Scenario 2: Hybrid Learning		Scenario 3 Low-Tech/Analog Learning
Description	All learning takes place virtually and consists of synchronous and asynchronous components.	Some learning takes place virtually and consists of synchronous and asynchronous components, but students still engage in in-person learning when possible.	All teacher led instruction happens similar to traditional instruction, but students report in planned shifts. When students are not meeting for in person instruction, they engage in independent learning activities.	No teacher lead instruction is available in person and/or virtually due to limited access to technology and connectivity. Students learn independently at home and teachers support via telephone conferences.
Materials Needed	Required: <ul style="list-style-type: none"> Required unit texts and materials Personal device Internet access Online learning platform such as Google Classroom Video conference option Optional: <ul style="list-style-type: none"> Online engagement tools such as Jamboard, Nearpod, Immersive 	Required: <ul style="list-style-type: none"> Required unit texts and materials Personal device Internet access Online learning platform such as Google Classroom Video conference option Independent supplies such as highlighters, post-its, and pens to avoid the need for 	Required: <ul style="list-style-type: none"> Required unit texts and materials Independent supplies such as highlighters, post-its, and pens to avoid the need for students to share supplies. Classroom setups and procedures that allow students to practice social distancing. 	Required: <ul style="list-style-type: none"> Required unit texts Distance Learning Guidebook Companion packet <ul style="list-style-type: none"> Grades 9-12 require a student materials packet as well. Feedback Guides Telephone Printed Knowledge Packs and/or Independent Reading texts



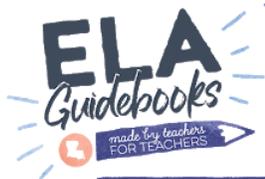
Louisiana’s ELA Guidebooks Distance Learning Strong Start: Instructional Materials Guidance

	<ul style="list-style-type: none"> • Reader, or Kami³ • Knowledge Packs and/or Independent Reading texts 	<p>students to share supplies.</p> <ul style="list-style-type: none"> • Classroom setups and procedures that allow students to practice social distancing. <p>Optional:</p> <ul style="list-style-type: none"> • Online engagement tools • Knowledge Packs and/or Independent Reading texts 	<ul style="list-style-type: none"> • Knowledge Packs⁴ and/or Independent Reading texts <p>Optional:</p> <ul style="list-style-type: none"> • Personal device • Internet access • Online learning platform such as Google Classroom • Video conference option 	<p>Optional:</p> <ul style="list-style-type: none"> • Personal device • Jump drive loaded with Distance Learning Companion lessons
Lesson Planning ⁵	<ul style="list-style-type: none"> • Adapting an ELA Guidebook Lesson Plan for Virtual Learning • ELA Guidebooks Virtual/Hybrid Lesson Planning and Pacing Guidance 		<ul style="list-style-type: none"> • Traditional ELA Guidebook Lesson Annotations 	<ul style="list-style-type: none"> • Distance Learning Guidebook Companion Feedback Guides
Pacing Considerations	<p>Implementing in this environment will likely take more time than traditional classroom instruction. Rather than cutting texts and lessons, school systems should focus on covering fewer units and supplementing with Knowledge Packs and/or Independent Reading options.</p>			<p>Distance Learning Guidebook Companions range in length from 6-10 weeks of lessons. School systems can supplement with Knowledge Packs and/or Independent Reading options.</p>

³ This list consists of a few suggestions and is not exhaustive.

⁴ Knowledge packs must be printed if students do not have access to devices and the internet.

⁵ All methods of implementation require teachers to do a traditional unit and lesson study before adapting.



Distributing Texts and Materials

Unit texts and materials should be distributed to students safely by appointments in person or through scheduled drive ups. Some districts in rural areas might need to develop strategic plans to meet the unique needs of their community. For example, school systems might consider mailing packets through USPS, or distributing routinely using bus routes to support students needing to engage in analog distance learning if school buildings remain closed to students.

ELA Guidebooks Resource Bank

The Department has created a [form](#) to collect ELA Guidebook resources from teachers to share freely across the state. Examples can be uploaded directly into the form. These resources will be compiled, vetted, and shared by grade-level. Please consider sharing examples of:

- Unit/Lesson Slide Decks
- Unit/Lesson Planning Document(s)
- Unit/Lesson Scope and Sequence/Pacing Examples
- Student and/or Parent Facing Resources

Implementation Options without Text Access

While school systems should make every effort to implement high-quality instruction during distance learning, we recognize that securing text access for four instructional units may be difficult. Therefore, the Department is releasing resources that will support students in building knowledge and vocabulary.

Knowledge Packs

In-person learning, involving traditional ELA Guidebook implementation and virtual distance learning should be prioritized. However, the Department recognizes that if school buildings do not physically open, or if a hybrid model needs to be implemented, the time available for those types of interactions might be limited.

However, it is important to remember that learning and activities assigned to students should be meaningful and should be in service of helping students master the knowledge and skills demanded by the ELA Guidebook unit. Therefore, the Department is partnered with [CommonLit](#) to create knowledge packs that will support students in building knowledge and vocabulary⁶.



These resources can be utilized in the following learning scenarios:

- **Traditional In-person Learning:** These resources can be used to make small group instruction more meaningful for students. Teachers can support students in volume of reading and building knowledge while other students engage independently in one or more activities to support making meaning of complex, grade-level texts.
- **Virtual/Hybrid and Analog Distance Learning:** These resources can be used to give students meaningful, independent practice to support core instruction when they are learning asynchronously from home without the support of a teacher.

Knowledge Packs are a teacher-facing document that include options for high- and low-tech options.

- These materials are available for download on [Louisiana Believes](#). Grades 3-8 are also available through the [bulk downloader tool](#) on [Louisiana Curriculum Hub](#). Each ELA Guidebook unit folder will have a folder entitled “Knowledge Packs.”
- If students access materials virtually through [CommonLit](#), teachers can [utilize accessibility features](#) to meet the needs of diverse learners, including but not limited to students with disabilities.

⁶ More information about volume of reading can be found in the [Reading Guide](#).



CommonLit Webinar Recording: A recording of the live webinar is [available](#).

Webinar Topic: Virtual Instruction with CommonLit for Louisiana Knowledge Packs

Description: In this hour-long webinar, CommonLit will introduce educators to CommonLit’s digital reading program to support the use of Louisiana’s Knowledge Packs. Louisiana Educators will learn how to create accounts, navigate CommonLit’s curriculum, assign digital lessons, and grade student work. Teachers will also have the opportunity to ask the CommonLit team questions throughout the training.

Independent Reading Protocols

Independent reading (IR) novels that align to the topic and/or theme of each ELA Guidebook unit in grades 3-8 are [available](#). These titles are optional unit add-ons and are marked with blue reader icons. School systems looking to incorporate unit related IR novels to make hybrid learning more flexible should secure a copy of those texts for each student. If copies of the recommended IR novels cannot be obtained, these protocols will also work with any choice reading texts that students have access to.

Protocols for building knowledge and vocabulary skills that demand accountability are now [available](#).

- These materials are available for download on [Louisiana Believes](#). Grades 3-8 are also available through the [bulk downloader tool](#) on [Louisiana Curriculum Hub](#). Each ELA Guidebook unit folder will have a folder entitled “Independent Reading.”
- Digital access is recommended, but these materials are available for printing, if school systems would like to provide teachers and/or parents with a hard copy.



Distance Learning Guidebook Companions

While the Department believes that all school systems should attempt to utilize high-tech options in providing distance learning for students at home, we recognize that some of Louisiana's communities have limited technology and connectivity which prevents school systems from reaching all students. The Distance Learning Guidebook Companions were created to close this gap.

These resources are meant to be a print-only or low-tech, student-facing option that requires limited or no technology and connectivity for students to access. They should not be used in a classroom for in-person learning or hybrid learning scenarios.

Implementation

To properly implement the Distance Learning Guidebook Companions, school systems must do the following:

- Ensure every student has access to required texts.
 - Purchasing information and modified unit text lists are [available](#).
- Access, download and print each unit.
- Develop a plan for distributing texts and Distance Learning Guidebook Companions to students.
 - Print-Only: Schools provide printed copies for students to complete and return to school the following week.
 - Low-Tech: If students have access to a device, but lack internet access, files can be downloaded on a jump drive for students to complete using a device.
- Develop a plan for collecting student work and providing feedback. Ideally, this would happen on a regular weekly schedule.

Design

- The companions are divided into weekly student-facing packets for the ELA Guidebook unit.
- Daily lessons⁷ are divided into Read, Understand, and Express Understanding.
- Daily lessons should not take longer than 45 minutes for students to complete.
- Most weekly packets in grades 3-8 include at least one opportunity for independent reading.
- A Feedback Guide will provide guidance on best practices for home learning, support ideas for students with disabilities, and look-fors for each lesson.

⁷ Specific ELA Guidebooks lessons were selected due to their ability to be modified to accommodate independent, low-tech learning.



UPDATED: Unit Release Schedule

[Distance Learning Guidebook Companions](#) will be released on a rolling basis starting in July.

- These materials are available for download on [Louisiana Believes](#). Grades 3-8 are also available through the [bulk downloader tool](#) on [Louisiana Curriculum Hub](#). Each ELA Guidebook unit folder will have a folder entitled “Distance Learning.”

Grade	Available Now		Coming December 2020
3	Louisiana Purchase ⁸	<i>Because of Winn-Dixie</i>	--
4	<i>The Whipping Boy</i>	American Revolution	--
5	<i>The Lion, the Witch and the Wardrobe</i>	<i>The Birchbark House</i>	--
6	Steve Jobs	<i>If Stones Could Speak</i>	--
7	<i>The Giver</i>	<i>Written in Bone</i>	--
8	“Flowers for Algernon”	--	<i>The Call of the Wild</i>
9	<i>The Joy Luck Club</i>		
10	<i>Things Fall Apart</i>		
11	<i>The Great Gatsby</i> ⁹		
12	<i>Hamlet</i>		

⁸ A sample [Distance Learning Guidebook Companion](#) and [Feedback Guide](#) is available.

⁹ A sample [Distance Learning Guidebook Companion](#) and [Feedback Guide](#) is available.