

# Special SWREC Newsletter - Continuous Learning Edition

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Southwest Regional  
EDUCATION COOPERATIVE

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## Volume 1 April 2020 Edition

Here is our Special Edition April issue of 2020. You are receiving a copy because your district is a member of SWREC or you signed up to receive our monthly newsletters.

We hope you like what you see and that information contained is useful. We know not all content is for everyone, but we hope there is something you find informative! Please feel free to give feedback regarding content, whether it is what is included or something you'd like to see, by emailing Prestine (pparten@swrecnm.org) or calling 575-546-5951. Thank you!



**This is an unprecedented time of uncertainty for all of our districts. We are facing the eminent need to transition to virtual instruction and other major disruptions to the school year. As we weather this together, we want to assure you that our commitment remains the same: We are your partners and your premier service agency.**

## zoom SETTINGS FOR TEACHERS By @mullalyteach

*Spend some time in your Zoom Settings before your first meeting to be sure it is secure:*

- Use the WAITING ROOM feature
- Consider using a PASSWORD
- Turn off PRIVATE CHAT (group chat can be used, just not privately between students)
- Turn off SCREEN SHARING (you can always add it back once your norms are established)
- Turn ON the "remove uninvited participant" and/or "put participant on hold" (just in case)

### MORE TIPS:

- Do NOT post your join link publicly
- If possible, have another teacher as a CO-HOST {to manage the waiting room, comments, muting etc.}
- LOCK your meeting once it has all of your students
- There are more settings to explore, such as chime upon entry, muting all, annotations, etc.
- Suggestion: Use Zoom for check-ins, games, social interaction (not for direct teaching)
- Have some "practice" Zooms with your friends & co-workers (game night, anyone?!) & try out the features to see what you like/don't like.

In this unprecedented time of trying to reach our students through a means most of us are learning ourselves, many of us are turning to video chats. Zoom is one platform that reminds us that we want to keep our students and ourselves safe from unwanted guests interrupting our sessions. **Check your settings**, whatever platform you choose, to ensure you and your students are secure.



## **KEEP IT SIMPLE** for **STUDENTS** and might we add for **PARENTS!**

There are many opportunities presenting themselves to educators for ways to reach students through their FREE resources during this COVID-19 Pandemic Continuous Learning time.

It is important to remember that districts and schools need to take into consideration that parents may have more than one child in our schools.

**Keeping it simple** for them will ensure that parents can best support their child(ren) during this time. **Consistency within each school in the district** is key to success and keeping stress levels from elevating. **If you overwhelm them by using too many programs from school to school, or teacher to teacher**, you may be setting the families up for failure. Be mindful and try not to add to an already stressful situation.

Students are also being overwhelmed by the changes they are facing during this time. Consistency between teachers will be helpful for students with multiple classes when they only have to use one platform for each of their teachers and classes.

### When meeting online

- Dress appropriately
- Make sure the area around you is an appropriate and adequate working environment
- Make sure there is not anything on the wall behind you that can be considered offensive
- Pay attention to lighting
- Minimize background noise
- Have clear procedures for students
- Practice this a couple of times with colleagues first

Zoom meeting,  
audio only



Zoom meeting  
with video





## Tips for working From Home

- Have a Routine: Set a Schedule and stick to it
- Create a Dedicated Office Space
- Get Dressed!
- Increase Communication
- Be Respectful (be mindful of the impact this has on the people you work with!)

**The SWREC is ready, willing and able to continue to support your needs. Here is a list of some topics we can offer our districts:**

TOPIC	CONTACT
Dossier Support	Chasity Montes <a href="mailto:cmontes@swrecnm.org">cmontes@swrecnm.org</a> Deborah Villalba <a href="mailto:dvillalba@swrecnm.org">dvillalba@swrecnm.org</a>
Medicaid Questions/Support	Amber Kelly <a href="mailto:akelly@swrecnm.org">akelly@swrecnm.org</a>
Special Education Support- IEP reviews; virtual trainings, etc.	Gina Labadie <a href="mailto:vlabadie@swrecnm.org">vlabadie@swrecnm.org</a> Valerie Brea <a href="mailto:vbrea@swrecnm.org">vbrea@swrecnm.org</a>
Virtual coaching for teachers; lesson planning; planning engaging activities for students; unit plans; virtual trainings on instructional strategies, etc.	Shannon Treadwell <a href="mailto:streadwell@swrecnm.org">streadwell@swrecnm.org</a> Gina Labadie <a href="mailto:vlabadie@swrecnm.org">vlabadie@swrecnm.org</a> Chasity Montes <a href="mailto:cmontes@swrecnm.org">cmontes@swrecnm.org</a> Deborah Villalba <a href="mailto:dvillalba@swrecnm.org">dvillalba@swrecnm.org</a> Valerie Brea <a href="mailto:vbrea@swrecnm.org">vbrea@swrecnm.org</a>
Vocational Transition Specialists- trainings on pre-employment skills; self-advocacy; college applications; resumes etc.	Ashlea Crumley <a href="mailto:acrumley@swrecnm.org">acrumley@swrecnm.org</a> Victoria Bencomo <a href="mailto:vbencomo@swrecnm.org">vbencomo@swrecnm.org</a>
Virtual training for teachers on Microsoft Teams and its features (Class Notebook, Video Chat, Assignments, Forms, etc)	Prestine Parten <a href="mailto:pparten@swrecnm.org">pparten@swrecnm.org</a>
<b>YOUR NEEDS- As always, we will tailor support to fit your needs and ideas.</b>	Vicki Chavez <a href="mailto:vchavez@swrecnm.org">vchavez@swrecnm.org</a> Valerie Brea <a href="mailto:vbrea@swrecnm.org">vbrea@swrecnm.org</a> Shannon Treadwell <a href="mailto:streadwell@swrecnm.org">streadwell@swrecnm.org</a> Gina Labadie <a href="mailto:vlabadie@swrecnm.org">vlabadie@swrecnm.org</a> Chasity Montes <a href="mailto:cmontes@swrecnm.org">cmontes@swrecnm.org</a> Deborah Villalba <a href="mailto:dvillalba@swrecnm.org">dvillalba@swrecnm.org</a> Prestine Parten <a href="mailto:pparten@swrecnm.org">pparten@swrecnm.org</a>

### Who are we?

Southwest Regional Education Cooperative (SWREC) is an agency serving 8 member public school districts in southwest New Mexico by providing professional development, classroom and leadership coaching, technical assistance and fiscal management.

### MEMBER DISTRICTS include:

- Animas Public Schools
- Cobre Consolidated Schools
- Deming Public Schools
- Hatch Valley Public Schools
- Lordsburg Municipal Schools
- Reserve Independent Schools
- Silver Consolidated Schools
- T or C Municipal Schools

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