

Dear School Leaders, Teachers, Instructional Support Staff, and Other Designated Staff,

Great to have you all back. In order to provide you with assistance, we have expanded the information and places to receive support. **Before calling for help, please scroll through all of the places you can find support below.** While we know that as educational professionals, you already connect with your colleagues to problem solve before calling for help, we wanted to share this reminder as it will help you receive what you need as quickly as possible. Below is updated information regarding support and help for distance learning.

Do you need help/support?

FIRST! DO THREE BEFORE CONTACTING I.T.!

In the event you have questions or need more information, please "Do Three Before Contacting I.T." to ensure phone wait times do not get too long:

1. Ask a colleague.
2. Ask your building-level support group.
3. Ask your direct supervisor(s)/school administrator(s).

After you've done these three things, and you still have questions or need more information, the following is a breakdown of help and supports:

- **Seesaw / Google Classroom Platform Use Questions:** Questions about how to use the Seesaw and Google Classroom platforms should be directed to 616-819-7960. This is not for lesson plans or content development.

Additional resource links for generic Seesaw or Google Classroom support:

- For Seesaw Help Center visit <https://help.seesaw.me/hc/en-us>.
- For Google Classroom Help Center visit <https://support.google.com/edu/classroom/?hl=en#topic=6020277>.
- **Hardware, Connectivity, General Technical Support:** Call HelpDesk 616-819-2487 or email HelpDesk@grps.org. Before calling or email, please check helpdeskinfo.grps.org which has a wealth of helpful resources.

- **Curriculum / Instructional Content Support:** Contact one or more of the following:

Name	Title	Email	Phone	Microsoft Teams
Jonathan Harper	Director of Curriculum	harperj@grps.org	616-788-8909	@JonathanHarper
Rozanne Wahl	ELA Curriculum Supervisor	wahlr@grps.org	616-706-9217	@RozanneWahl
Amy Powney	Mathematics Curriculum Supervisor	powneya@grps.org	616-634-3666	@AmyPowney
Paul Slade	District Science Coach	sladep@grps.org	616-309-6383	@PaulSlade
Dr. Mulonge Kalumbula	Social Studies, World Language, and AP Curriculum Supervisor	kalumbulam@grps.org	616-724-7983	@MulongeKalumbula
Maggie Malone	Director of Fine Arts	malonem@grps.org	517-214-0006	@MaggieMalone
Laura Lamore	Executive Director of Special Education	lamorel@grps.org	616-502-3872	@LauraLamore
Kurt Johnson	Executive Director of Athletics, Fine Arts, and PE	johnsonk@grps.org	616-819-2010	@KurtJohnson
Ali Kurakazusampson	Library & Media Services	kurakazusampsona@grps.org	616-819-2595	@AliKurakazusampson
Diane Clayton-Triggs	Curriculum Department Executive Administrative Assistant	clayton-triggssd@grps.org academics@grps.org	616-819-2162	@DianeClayton-Triggs

GRPS Continuity of Learning Plan Implementation Guide: Available at <https://docs.google.com/document/d/1jGCQc2bVVIGJyxm7kzUgRvFLeg4oJwOMA53twkaf9Po/edit?usp=sharing>

Pathway to access Content and Curriculum Recommendations for Distance Learning:

- Open a Google Chrome web browser and ensure you are logged in with via your @students.grps.org account
- Go to onlinepd.grps.org
- Click on the Staff Curriculum Help drop-down menu at the top of the page

- Choose Elementary or Secondary
- Choose the applicable Grade Level or Course
 - or
- Scroll down to view sample Seesaw or Google Classroom lessons

Thank you for all you are doing to support your students and families during this unprecedented time!

Sincerely,

Ronald Gorman, Ph.D.
Interim Superintendent of Schools