

DERBY PUBLIC SCHOOLS

35 Fifth Street
Derby, Connecticut 06418
(203) 736-5027

March 18, 2020

Dear Derby Faculty and Staff,

Given the recent announcement that schools will be closed through March 31, 2020, we know that many of you have questions. This letter will help answer frequently asked questions and the district's plan to provide quality educational experiences for all students. **Derby Public School's Everyday Learning Plan (EDLP)** is designed to continue learning to the greatest extent possible under these extraordinary circumstances. Included below is a plan to incrementally phase in online learning. Although this will never replace face-to-face teaching, it reflects our best effort to replicate teaching and learning at home.

How will my students access remote learning?

Students can access learning through the Everyday Learning Platform by clicking here [Everyday Learning Plan \(EDLP\)](#) or via Google Classroom. Work will be assigned by teachers daily and graded. The expectation is all students will complete assignments according to due dates provided by teachers.

Is attendance being taken?

Daily attendance should be monitored and recorded in a separate Google spreadsheet. Attendance is defined as engaging and completing assigned material. Look for further updates in the coming days.

How will students stay connected with you?

Teachers will communicate often with their students. Of course, the communication will vary based upon each student's age and the subject matter; regardless, teachers should be the first line of communication with students.

What if I or my students need help with technology?

- Students will need access to wifi and a device. Google classroom can be accessed by any desktop, laptop, tablet, iPad, iPhone or Android device. A Chromebook, laptop or desktop would be the "best" devices to complete assignments.
- If you do not have wifi access or a device, please email DPSITSupport@derbyps.org

Has the school calendar changed? When will report cards be issued?

The district's calendar has been adjusted as follows: The third marking period will be extended. Once closure date is determined a plan for distributing report cards will be shared at a later time.

How will the learning shift from Supplemental Learning to Distance Learning?

Overview of Derby's Distance Learning Phases for Continued Learning

Phase 1: Online Learning Website (March 17th-20th) Students will:

- Access the [Everyday Learning Plan EDLP](#)
- Complete the suggested activities. Students can access resources and materials by subject and grade level bands. ***Students are expected to submit these assignments to their teachers.** Students are expected to keep themselves engaged to maintain their academic skills using the grade level suggested activities learning activities.



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Phase 2: Transition to Online Teaching and Learning (Beginning March 23rd) Students will:

- Log into Google Classroom and engage/complete posted activities/assignments.
- Complete assignments provided through Google Classroom by assigned due date/time.
- Adhere to the honor system for completing all work.
- Reach out to teachers and classmates for support via email using teachers assigned email addresses.

Phase 3: Increased Virtual Learning Experiences and Resources (Beginning in April, if needed)

What is happening with end-of-year events / student activities?

At this point, no decisions have been made regarding student activities - this would include prom, music concerts, senior week activities, moving up ceremonies and graduation. We will make every effort to ensure that all activities continue as planned with dates being adjusted as needed.

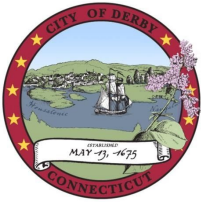
How are Spring sports impacted?

CIAC has suspended the start of the Spring season. CIAC understands that athletes are eager to practice but any plans will need to adhere to the guidelines from the Governor's Office, Department of Education and health experts regarding the potential reopening of schools to establish a specific time frame. The uncertainty of the timeline for school openings requires the understanding that any plans to begin spring sports will be fluid and should have the ability to reflect the different needs of different school communities.

What should my day be like as I am leading students' learning?

Derby Secondary Distance Learning Schedule Suggested Time Frames Grades 6-12 (Provide both direct instruction, guided practice and independent practice)*	
Professional Prep Time	48 Minutes
Period 1	48 Minutes
Period 2	48 Minutes
Period 3	48 Minutes
Lunch	60 Minutes
Period 4	48 Minutes
Period 5	48 Minutes

*details to come



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Derby Elementary Distance Learning Schedule Suggested Time Frames Grades K-5 (Provide both direct instruction, guided practice and independent practice)*	
Professional Prep Time	45 Minutes
Reading	60 Minutes
Writing	60 Minutes
Math	60 Minutes
Lunch/Recess	80 Minutes
Social Studies/ Science/Health	60 Minutes (Alternate between a multiday study of a social studies, science, or health)
Unified Arts (Art, Music, PE)	40 minutes (Use the special schedule you use in school)

*details to come

We will continue to provide information and regular updates to staff. You can expect more details regarding specifics regarding teaching and interacting with students inside these broad daily schedules. If you have any questions, please reach out.

Sincerely,

Dr. Matthew Conway, Jr., Superintendent