



DERBY PUBLIC SCHOOLS

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March 18, 2020

Dear Derby Public Schools Families,

Given the recent announcement that schools will be closed through March 31, 2020, we know that many families 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 Platform (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 student 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.

What makes a good learning environment at home?

Students need an established daily routine and need to do their best to follow the schedule. By maintaining a routine, students are less likely to fall behind with assignments. We recommend a quiet work place with limited distractions. Students/parents should check email regularly.

Is attendance being taken?

Daily attendance will be monitored and recorded in PowerSchool. Attendance is defined as engaging and completing assigned material.

How will I stay connected with my teachers?

Teachers will communicate often with their students. Of course, the communication will vary based upon each student's age and the subject matter; regardless, if questions arise along the way students should always begin by reaching out to their teacher.

What is the best way to contact a teacher or staff member?

Any Derby Public Schools staff member can be contacted via email using the DPS website or first initial last name - for example: mpascale@derbyps.org or rcaggiano@derbyps.org.

What if I 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 will be adjusted and the third marking period will be extended. 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 in grades 3-5 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.

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

- Log into Google Classroom and engage/complete posted activities/assignments. For students who are new to Google Classroom, it can be accessed through their Clever log-in.
- 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)

How can I learn more about Google Classroom?

Here is a link to a youtube video for parents/guardians on how to navigate google classroom: [Parents Guide to Google Classroom in 2020](#). Additionally, here is the web link to Google's website for more information [Classroom: manage teaching and learning](#).

Will meals still be served daily?

Beginning Monday, March 16th, grab-and-go lunch will be available for DPS students at TEAM, Inc. at 30 Elizabeth Street and Derby Middle School at 73 Chatfield Street between 11 am - 1 pm.

How are Special Education & 504 Services being addressed?

Special Education Teachers and related service staff providers have developed a [comprehensive plan](#) that offers students access to learning opportunities that are aligned with and in support of each child's

IEP goals and objectives and 504 accommodations. Case managers will be reaching out to families to stay connected, as well as providing activities and resources.

Before rolling out the plan, we are waiting for guidance from the State Department of Education on many questions. We appreciate your patience during this emergency situation and will update families

when more information becomes available. Please feel free to contact our office with any pressing concerns at 203-736-5046 or contact Denise Szczech at dszczech@derbyps.org.

What is happening with end-of-year events / Student Activities?

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

What should my students' day look like?

Sample Distance Learning Plan

Derby Elementary Distance Learning Schedule Suggested Time Frames Grades K-5	
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)

We will continue to provide information and regular updates to families. If you have any questions, please reach out.

Sincerely,

Dr. Matthew Conway, Jr., Superintendent

Dr. Michael Rafferty, Director of Teaching and Learning

Mrs. Jennifer Olson, Director of Curriculum, Instruction and Assessment