



# 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](mailto:mpascale@derbyps.org) or [rcaggiano@derbyps.org](mailto:rcaggiano@derbyps.org). A directory can also be found on the school's website.

## **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](mailto: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 created.

## 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.

#### 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)

#### How do 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 breakfast and lunch will be available for DPS students at TEAM, Inc. at 30 Elizabeth Street from 11:00 am - 1:00 pm, and Derby Middle School at 73 Chatfield Street between 11:00 am - 1:00 pm

#### How are Special Education & 504 Services being addressed?

Special education teachers and related service providers have thoughtfully developed a [comprehensive plan](#) that offers each student access to learning opportunities aligned with, and in support of, individual IEP goals and objectives or 504 accommodations. The special education staff will be implementing 'Distance Learning' lessons and activities, as well as continuing to collaborate with the general education teachers via Google Classroom, Zoom, and other digital platforms.

Prior to implementation, we are seeking clarification on a few key items which will be provided by The State Department of Education later this week. The special services staff is wholly focused on ensuring your child's Distance Learning program is achieved with fidelity and equity across all areas, which is why await additional information prior to carrying out these action steps. We sincerely appreciate your patience during this temporary and unprecedented situation. The team will update families as more

information becomes available. Please feel free to contact our district office with any pressing concerns at 203-736-5046 or contact Denise Szczech at [dszczech@derbyps.org](mailto: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 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 students' day look like?**

<b>Derby Secondary Distance Learning Schedule Suggested Time Frames Grades 6-12 Follow your schedule from this year (i.e. Period 1- Algebra, Period 2- Social Studies)</b>	
<b>Period 1</b>	<b>50 Minutes</b>
<b>Period 2</b>	<b>50 Minutes</b>
<b>Period 3</b>	<b>50 Minutes</b>
<b>Lunch</b>	<b>60 Minutes</b>
<b>Period 4</b>	<b>50 Minutes</b>
<b>Period 5</b>	<b>50 Minutes</b>
<b>Period 6</b>	<b>50 minutes</b>
<b>Period 7</b>	<b>50 Minutes</b>

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