

Lowell Public Schools: DALEY SCHOOL

Family Orientation

Remote Learning

September 2020





Rationale for Our Remote Plan

With parent feedback about the emergency closure, we developed this plan to:

- Eliminate the need for families to provide instruction;
- Provide all students with the materials they need to do the work (devices, supplies);
- Ensure that parents can observe their children in remote learning and easily see their children's progress and completion of assignments;
- Implement district policies for attendance, assessment and grading



Family Responsibilities for Remote Learning

What will I as a parent need to do?

- Maintain typical routines for school days, such as wake up early enough to be on time to log in
- Pick up student breakfasts and lunches at distribution sites if you are using our food service program
- Charge or plug in devices--use LPS devices just for school
- Help log into the Learning Management System if needed
- If your child has difficulty attending to the schedule, someone may need to redirect.
- Eliminate distractions like televisions, music, and game consoles during school hours and have your child use headphones if helpful.
- Keep all school supplies organized and safe.



Procedures, Contact Information, Attendance, Expectations

- School Hours remain the same: 7:20 - 2:10. Students should be completing their work DURING the day with the support of our school staff.
- Expectation is that students “attend” their scheduled sessions with their teachers, participate in both live sessions and independent work time, and complete assignments.
 - Homeroom teacher is their assigned classroom
 - Special Education Teacher and Providers, as well as ELL teachers will also be taking groups during students ELA and Math blocks through break out ZOOM/Google Meet sessions.
- Unfinished work is NOT homework.
- Technical support will be available for help with devices by entering a ticket at [www.http://helpdesk.lowell.k12.ma.us/](http://helpdesk.lowell.k12.ma.us/)
- NO Visitors are allowed into the building, due to COVID, unless scheduled. NO field trips or in person Open House



Resources, Student Access, & Platforms

- Grade levels will be using the same electronic platforms for learning. Grades 3-12 will use Google Classroom
- Students will login with their LASID and DOB
- Teachers will ALL communicate through the REMIND DALEY app, their email and by phone.
- Devices and supplies will all be provided to your child
 - Parents will have to come to the school to sign out device and pick up the materials
 - Students submit work electronically, unless writing in a journal



Resources, Student Access, & Platforms, continued...

Online supports:

- Learning Management System (LMS):
Buzz LMS
- LEXIA
- STMath
- Raz-Kids
- Epic! (Unlimited during school hours
& 2 hours free outside of school hours)
- Tumblebooks
- District online tutorials
- School website:

lowell.k12.ma.us/Domain/11

WE ARE HERE TO SUPPORT YOU!



Attendance

- Student attendance will be taken daily and entered into our database system by our school clerk.
- If students are sick, parents should still CALL the school at 978-937-8981 for record keeping and doctor's notes should be emailed or faxed to the school to excuse absences
- Student must attend each session to be marked present (unless exception in IEP or 504 plan)
- Attendance will be monitored carefully by teachers and administrators. We will reach out when we see many absences or a pattern of absences to create an attendance plan.
- School-based attendance teams will track “daily or weekly meaningful interactions” and follow the LPS district attendance intervention plan.



Daily Schedule of Synchronous (Live) & Asynchronous (Independent work) Sessions

Sample Schedule

7:20-8:00	Breakfast, Log-In, and Morning Meeting
8:00-9:00	Science
9:15-10:15	ELA
10:30-11:30	Allied Arts
11:30-12:00	Lunch/Recess/Screen Break
12:00-1:00	Math
1:00-2:10	Social Studies



Grading

Progress Reports & Report Cards

- Using our usual progress report and report card schedule
- Report card criteria is based on the the curriculum maps for the year
- There will be standards-based report cards for PreK-4 students and course grade report cards for Grades 5-12.
- There will be no pass/fail grades like the emergency closure.



Assessments

- Students will take diagnostic assessments on the computer.
- It is very important that students do this work independently so that we know what your child knows and what we need to teach.
- Some assessments may be done during one-to-one conferences.



Supports Available for Families

Please let us know if you need help accessing any of these supports:

- Social Worker
- Food Service Sites
- Bilingual Parent Liaisons
- Catie's Closet

Information will be sent to you by:

- Phone Calls (need accurate number)
- Emails (need accurate email address)
- Smore Newsletters
- FB or Twitter (must follow)
- School Website



Device & Materials Distribution Plan

School Specific Information

At Daley, we are committed to providing students and families with the technology and materials their students need to learn in a remote setting.

- All students will be receiving a LPS device for the school year to engage in remote learning
 - We will be providing Chromebooks to students:
 - Gr 7 & 8 today, 9/10 from 8:00 - 2:00
 - Gr 6 tomorrow, 9/11 from 8:00 - 2:00
 - Gr 5, Monday, 9/14 from 8:00 - 2:00



Device & Materials Distribution Plan (Peter)

What to expect when you pick up your student computer device:

There are THREE forms families can expect when you arrive to pick up the device:

- **Acceptable Use Form** - this 4 page document explains exactly what is considered *acceptable use* of a LPS computer device - you will take this home with you.
- **Device Receipt Form** - a staff member will help you complete this form for our records that documents your student's information and the exact device received
- **Insurance Information** and web-link - you will receive information about an optional insurance program which covers damage and/or loss of the device for \$24 for the full year



In-Person students

- Safety first and foremost / Strictest guidelines to be used.
- Spacing
- Masks