

Online Learning FAQ for Families & Staff

JANUARY 2022



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Student & Family FAQ for Online Learning in January

When will online learning begin?

Online learning will begin on Thursday, 1/6 following the school's regular bell schedule. All [guidelines for online instruction issued in December](#) on the Hub apply. While the District will continue using standard grading guidance for the semester, teachers are encouraged to use discretion with students on late work submissions in light of the transition to online learning.

When will F2F instruction resume?

The District will monitor infection rates in the city and within the employee and student population, based on LynxDX testing, and determine a return to face to face instruction. Minimally, staff should prepare to teach online the full week of January 10th. The latest return to in person learning would be January 31st.

Technology for Online Learning

Who is eligible to get a loaner laptop and/or hotspot?

The eligibility criteria is the same as the December online learning Fridays.

- *If your student received a Connected Futures and/or Loaner device during a previous school year and you have not returned this equipment to the school, please use this device for the online learning days.*
- *If your child received a hotspot previously and it is currently deactivated, you are eligible to check out a hotspot. To be eligible to participate, you must sign and return the Loaner Device Agreement to your school. A printed copy can be obtained at your child's school on the deployment dates below.*
- *If your child received a Connected Futures device last year it is now broken, you are eligible to check out a loaner laptop. To be eligible to participate, you must signed and return the attached Loaner Device Agreement ([Arabic](#), [English](#), [Spanish](#)) to your school. A printed copy can be obtained at your child's school on the deployment dates below.*
- *If your child received a Loaner device last year it is broken, visit one of the following school locations to have it assessed for possible repairs. These locations are open on online learning days from 9:00 – 4:00.*
 - Renaissance High School (6565 Outer Dr W, Detroit, MI 48235)
 - Western High School (1500 Scotten Ave, Detroit, MI 48209)
 - Fisher Upper Academy (15491 Maddelein St, Detroit, MI 48205)
 - Martin Luther King High School (3200 E Lafayette St, Detroit, MI 48207)
- *If a previously deployed District loaner has been lost or is damaged beyond repair the family will be responsible for securing alternate device access for their child. A new device will not be issued.*
- *If you are new to the District and do not have access to your own computer or the internet, return the Loaner Device Agreement to your child's school on one of the deployment dates below.*

Do I have to use a District laptop to participate in online learning?

No. If you have a personal device at home, you can access online learning through that device. You can find video instructions for accessing [Clever](#), the online portal to all learning applications on the District's website. You will also find instructions for [Teams](#), where your child will meet with their teacher(s).

When or where can students and families check out loaner laptops and/or hotspots?

Eligible students can pick up loaner laptop at their school.

- **Thursday, 1/6:** 12:00 PM – 4:00 PM
- **Friday, 1/7:** 9:00 AM – 4:00 PM
- **Monday, 1/10:** 9:00 AM – 4:00 PM
- **Tuesday, 1/11:** 9:00 AM – 4:00 PM

When are students expected to return devices back to their school?

Students are expected to bring their laptop back on the first day their school resumes face-to-face learning.

Can students pick up a laptop or hot spot at one of the Hub locations?

No. No devices are available for deployment at the Hub sites. Students must pick up devices at their home schools on the dates above.

Will in-person Hub sites be available for support and repairs for technology?

On online learning days, Hub services for tech support and repairs at four locations from 9:00 – 4:00 PM:

- Renaissance High School (6565 Outer Dr W, Detroit, MI 48235)
- Western High School (1500 Scotten Ave, Detroit, MI 48209)
- Fisher Upper Academy (15491 Maddelein St, Detroit, MI 48205)
- Martin Luther King High School (3200 E Lafayette St, Detroit, MI 48207)

Though Hub staff will do their best to make repairs to DPSCD laptops, some damage may be beyond repair. A new laptop will not be issued in these circumstances.

Is remote or telephone tech support available?

Technical support is available by phone at 313-240-4377. You can also access chat-based support online by visiting techsupport.detroitk12.org and selecting “Technical Support.” Support is available Monday through Friday, 7 a.m. to 6 p.m.

You can find video instructions for accessing [Clever](#), the online portal to all learning applications on the District’s website. You will also find instructions for [Teams](#), where your child will meet with their teacher(s).

Who can I call for academic help?

In addition to your child’s teacher(s), the Homework Hotline is a free resource available for all DPSCD students as an additional platform for academic support. Students and families can call in for help with Literacy and/or Math homework. The Homework Hotline, supported by United Way of Southeast Michigan, is offered during the academic year on Monday – Thursday, from 5 p.m. – 8 p.m., excluding holidays. To use the hotline, call 1-833-466-3978 during operating hours and follow the prompts. Download our FAQ's here: [Student/Parent FAQ's](#)

Who can I call for mental health support?

The Mental Health Hotline is staffed by School Social Workers, trained in addressing trauma, grief, and resource determination. School Social Workers will be available to provide online counseling to students and parents. In addition to online counseling, students and families will be able to receive referrals for additional services. This hotline may be reached as an option from the Homework Hotline by calling 1-833-466-3978 during operating hours.

Grab and Go Meals for Families

Is the district offering meals for students during the online learning period? Where can those meals be picked up?

Grab and Go meals may be collected from any DPSCD school each Monday and Thursday from 9 a.m. - 1 p.m. beginning the week of January 10, 2022. The Grab and Go program will be offered each week of online instruction, until F2F learning resumes.

COVID Safety Protocols

COVID Testing

Are students required to participate in weekly saliva testing?

Yes. In an effort to curb the spread of COVID-19 and protect students’ learning as fully as possible, the District is requiring all students attending schools to participate in weekly COVID testing, beginning on January 31st. Students who do not have a consent form to test on file will need to transfer to the virtual school effective January 31st.

What is the testing process? Is it safe for students?

The LynxDX saliva testing protocol is safe and simple for students; thousands of district students of all ages complete the process at their school each week already. You can see the LynxDX saliva collection protocol [on their website](#).

When in person school resumes, will my child need to present a negative test to return?

No. While testing is recommended, it is not required to return face-to-face.

Will testing be offered during online learning days?

10 Free COVID Testing Sites will operate Monday, January 3rd-Thursday, January 6th from 9 a.m. - 6 p.m. and Friday, January 7th from 9 a.m. - 4 p.m. on a first-come, first-serve basis. The testing sites are for district employees, select contractors, and students only.

- Henry Ford High School
- Breithaupt Career Technical Center
- DCP at Northwestern (enter through the back of the school)
- Mumford High School
- Pershing High School
- Brenda Scott Academy
- Fisher Upper Academy
- Davis Aerospace High School
- Martin Luther King, Jr. Senior High School
- Western High School

The Renaissance High School drive-through will remain open by appointment this week. **Do not visit the drive-through without an appointment.** An appointment can be made via <https://lynxdx.health/dpscd>

Beginning Monday, January 10th, each school's regular weekly testing schedule will resume. Students and staff are invited, but not required to participate. Contact your child's school for specific dates and times.

How do I offer consent for testing?

DPSCD students, employees, contractors, and volunteers can register for testing at <lynxdx.health/dpscd>. Registration is only required one time. Please make sure to provide a cell phone and email address that are regularly available, as the results will be sent to the phone number and email address provided during registration.

If I do not consent to test by January 31st, what will happen?

If you opt out of testing, your child will be considered for enrollment at the DPSCD Virtual School and they will forfeit their seat at their current school.

If I know already that I want to enroll in the virtual school instead of consent to testing, what should I do?

Interested students and families need to visit the Virtual School location at 14771 Mansfield St, Detroit, MI 48227 and complete the necessary enrollment form, learn about the Virtual School learning process, receive instructional materials, including your laptop device.

You may enroll at the Virtual School for the second semester on the following dates, days, and times:

- Thursday, January 6th through Friday, January 7th – 10am to 3pm
- Monday, January 10th through Friday, January 14th 10am to 3pm
- Saturday, January 15th, 10am to 3pm for enrollment form drop-off only **Note that the Technology Hub is not open on Saturday—device pick up will need to occur during regular Technology Hub hours M-F**

If you or your child has an IEP or a 504 plan, you should not come to the Virtual School in-person to initiate a transfer. Instead, send an email containing your student's first and last name, current DPSCD school and student ID to virtual.school@detroitk12.org and request enrollment for second semester. The Virtual School team and Exceptional Student Education department will conduct a necessary review to determine if a Free and Appropriate Public Education

(FAPE) can be provided at the Virtual School. After you send your request via email, expect a reply within 5 business days. If it is determined that FAPE can be provided, the Virtual School team will reach out and coordinate a time when you can come to the school location to complete the enrollment and orientation process.

Is it correct that center-based students will still not be eligible to attend the virtual school without recommendation from IEP Team if they do not have consent to COVID Testing?

Students with an IEP must still have an IEP review to determine if FAPE can be offered at the Virtual School.

COVID Vaccination

Where can my child be vaccinated?

The District continues to partner with the Detroit Health Department and other partners to provide access to the COVID-19 vaccine for anyone age 5 and up. No appointment needed. Families can find the most current information on vaccine events and clinics on the District's website at <https://www.detroitk12.org/Page/15621>.

Report Cards & Grades

Are there any changes to the report card window or grading guidance?

No. Grades and report cards will move forward on the published timelines. All grading policies and procedures will continue as normal.

Student Programs & Services

Are learning centers available at schools?

No. Schools are not offering learning centers for supervised online learning at this time.

Will credit recovery (after school) continue while we are virtual?

Yes.

What are the expectations for athletic practices and competitions during the online learning period?

All unvaccinated athletes will continue to participate in weekly testing to participate. Any athlete who does not test after January 3 will not be permitted to participate. Spectators are expected to follow all COVID protocols.

Will F2F extracurricular activities take place while we are virtual?

If extracurricular programs have staff willing to facilitate them in person, and staff and students follow all COVID protocols, these activities can move forward. Please check with your school and/or activity sponsor for details on any specific programs.

Staff FAQ for Online Learning in January

When will online learning begin?

Online learning will begin on Thursday, 1/6 following the school's regular bell schedule. All [guidelines for online instruction issued in December](#) on the Hub apply (accessible to DPSCD staff only). The District will continue using standard grading policies.

When will F2F instruction resume?

The District will monitor infection rates in the city and within the employee and student population, based on LynxDX testing, and determine a return to face to face instruction. Minimally, staff should prepare to teach online the full week of January 10th.

Technology for Online Learning

Who is eligible to get a loaner laptop and/or hotspot?

The eligibility criteria is the same as the December online learning Fridays. A detailed table outlining criteria is [available on the Hub](#) (accessible to DPSCD staff only). Students must have a signed loaner laptop agreement on file to participate.

When or where can students and families check out loaner laptops and/or hotspots?

Eligible students can pick up loaner laptop at their school.

- Thursday, 1/6: 12:00 PM – 4:00 PM
- Friday, 1/7: 9:00 AM – 4:00 PM
- Monday, 1/10: 9:00 AM – 4:00 PM
- Tuesday, 1/11: 9:00 AM – 4:00 PM

Who is deploying the loaner laptops and hotspots?

School based administrators will deploy the laptops from their schools, including Principals, Assistant Principals and Deans, with support from all school-based clericals, trainable aides, and security guards. Administrators have the option to report to their schools as soon as they receive a negative test to prepare for their school level deployment. Minimally, the staff listed above should plan to arrive at their school on Thursday by 9:00 AM to prepare for a smooth deployment. Select additional personnel, such as bus attendants, will also supplement school staffing for deployments.

Has anything changed about how to prepare or check out laptops to students?

No. The process to prepare and check out devices is the same as the December online learning Fridays. Please follow the detailed [process steps provided on the Hub](#) (accessible to DPSCD staff only).

When are students expected to return devices back to their school?

Students are expected to bring their laptop back on the first day their school resumes face-to-face learning.

Can students pick up a laptop or hot spot at one of the Hub locations?

No. No devices are available for deployment at the Hub sites. Students must pick up devices at their home schools.

Will Hub sites be available for support and repairs?

On online learning days, Hub services for tech support and repairs at four locations from 9:00 – 4:00 PM:

- Renaissance High School (6565 Outer Dr W, Detroit, MI 48235)
- Western High School (1500 Scotten Ave, Detroit, MI 48209)
- Fisher Upper Academy (15491 Maddelein St, Detroit, MI 48205)
- Martin Luther King High School (3200 E Lafayette St, Detroit, MI 48207)

Though Hub staff will do their best to make repairs to DPSCD laptops, some damage may be beyond repair. A new laptop will not be issued in these circumstances.

Staff Reporting Expectations

Who is reporting F2F to support technology deployment January 6th – January 11th?

School based administrators will deploy the laptops from their schools, including Principals, Assistant Principals and Deans, with support from all school-based Clericals, ESE Paraprofessionals, Parent Outreach Coordinators and Security Guards. Administrators have the option to report to their schools as soon as they receive a negative test to prepare for their school level deployment. Minimally, the staff listed above should plan to arrive at their school on Thursday by 9:00 AM to prepare for a smooth deployment. Select additional personnel, such as bus attendants, will also supplement school staffing for deployments.

Which staff are required to report face-to-face and which staff work remotely?

Based on individual job functions, some staff will work remotely while others will be required to begin working face-to-face either January 5th or January 6th once their negative test result is received. The table below includes job groupings/titles and their direction for reporting to work. All staff, regardless of F2F return date are required to test this week.

Job Title(s)	Bargaining Unit	Direction
Custodian and Lead Custodian	AFSCME	Essential personnel - test immediately and report
Public Safety and Security Personnel	Various	Essential personnel - test immediately and report
Warehouse Staff	Various	Essential personnel - test immediately and report
Transportation Staff (Van Driver, Assistant Supervisor, Assistant Dispatcher)	Various	Report to work in person by Thursday Jan 6th w/ negative test
Food Service - Cashier Helper	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
Food Service - General Helper	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
Food Service - School Garden Attendant	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
Food Service Attendant	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
Food Service - Noon Hour Aide	DFP	Report to work in person by Thursday Jan 6th w/ negative test
Food Service Assistant	DFP	Report to work in person by Thursday Jan 6th w/ negative test
Food Service Specialist	DFP	Report to work in person by Thursday Jan 6th w/ negative test
Food Service - Class B Manager	NISP	Report to work in person by Thursday Jan 6th w/ negative test
Food Service - Constellation Manager	NISP	Report to work in person by Thursday Jan 6th w/ negative test
Special Education Aide (Job Code 5880)	AFSCME	Work remotely starting Thursday, Jan 6 th and until F2F instruction resumes
Noon Hour Aide - Early Childhood	DFP	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
ParaEducators and School Service Assistants (SSAs)	DFP	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes

School Culture Facilitator	DFP	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Substitute-Day to Day	DFT	No assignments available until face-to-face learning resumes
Academic Interventionist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Accompanist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Attendance Agent	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Audiologist C.C.C.	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Behavior Specialist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Building Substitute, FMLA and Long-Term Substitute	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
College Transition Advisor	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
IEP Compliance Specialist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Special Instructor	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
JROTC/Asst JROTC Instructor	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Orientation & Mobility Specialist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Psychologist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Registered Nurse	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
School Counselor	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
School Improvement Coach	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
School Social Worker	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Spec Ed Transition Specialist	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Speech Pathologist C.C.C.	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Teacher - Adult Ed	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Teacher - Speech/Language Impaired	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Teacher - Day Trade	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Teacher - Consultant	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Teachers	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes

Therapist (Music, Occupational, Physical)	DFT	Work remotely starting Thursday, Jan 6th and until F2F instruction resumes
Bus Attendant	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
ESE Paraprofessional (Job Code 6190, 6192, 619R)	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
School Technician	AFSCME	Report to work in person by Thursday Jan 6th w/ negative test
Clerical - Central Office	DAEOE	Report to work in person by Thursday Jan 6th w/ negative test
Clerical - School-Based	DAEOE	Report to work in person by Thursday Jan 6th w/ negative test
Client Care Specialist – Student Records	DAEOE	Report to work in person by Thursday Jan 6th w/ negative test
Greeter	DFP	Report to work in person by Thursday Jan 6th w/ negative test
Parent Outreach Coordinator	N/A	Report to work in person by Thursday Jan 6th w/ negative test
Dean of Culture	OSAS	Report to work in person by Thursday Jan 6th w/ negative test; report on a rotating schedule after January 11 th , at the discretion of the Principal
Principals and Assistant Principals	N/A	Work remotely starting Monday, Jan 3 rd ; report to work in person by Thursday Jan 6th w/ negative test; report on a rotating schedule after January 11 th , at the discretion of the Principal
Customer Care & IT Support (Call Center Personnel)	N/A	Work remotely starting Monday, Jan 3 rd ; report to work in person by Thursday Jan 6th w/ negative test
Field Service Specialist/Senior Field Service Specialist	N/A	Work remotely starting Monday, Jan 3 rd ; report to work in person by Thursday Jan 6th w/ negative test
Literacy Coach (Central Office)	DFT	Work remotely starting Monday, Jan 3 rd unless assigned to F2F assignments by supervisor
Training & Support Coordinator (Central Office)	DFT	Work remotely starting Monday, Jan 3 rd unless assigned to F2F assignments by supervisor
Challenge Detroit Fellow	N/A	Work remotely starting Monday, Jan 3 rd unless assigned to F2F assignments by supervisor
Non-Union Administrator	N/A	Work remotely starting Monday, Jan 3 rd unless assigned to F2F assignments by supervisor, including administrator supervision of reporting clerical staff
Central Office Admin - OSAS	OSAS	Work remotely starting Monday, Jan 3 rd unless assigned to F2F assignments by supervisor, including administrator supervision of reporting clerical staff

If an employee wants to work in the building after a negative test for better internet or access to materials such as a document camera, is this an option?

Yes. Any staff member with a negative test can work from their school for online learning days.

Can I check out other technology from my school for online learning, such as a hotspot or document camera?

No. These resources are for in-school use only.

Are staff working from home responsible for completing and submitting a work from home log to their supervisor?

Yes.

Student Services and Programming

Are learning centers available at schools?

No.

What are the expectations for athletic practices and competitions during the online learning period?

All unvaccinated athletes will continue weekly testing to participate in athletic practices and games. Any athlete who does not test after January 3 will not be permitted to participate. Spectators are expected to follow all COVID protocols.

Will F2F extracurricular activities take place while we are virtual?

If extracurricular programs have staff willing to facilitate them in person, and staff and students follow all COVID protocols, these activities can move forward. Please coordinate and receive approval from your principal/supervisor in advance for these activities.

Will credit recovery (after school) continue while we are virtual?

Yes.

Can vendors support students online during the online learning period?

Yes. If programs and services can be offered online, vendors can continue to support virtually. Please ensure that parental permission is on file, if applicable.

Is it correct that students attending an ESE center-based school will still not be eligible to attend the virtual school without recommendation from IEP Team if they do not have consent to COVID Testing?

Yes, students with an IEP must still have an IEP review to determine if FAPE can be offered at the Virtual School.

COVID Safety Protocols

Vaccines

Are DPSCD staff required to be fully vaccinated?

The DPSCD Board of Education approved a new policy on December 16th that required all DPSCD staff to be fully vaccinated against COVID-19 as a condition of employment by February 18, 2022.

As allowed by law, including Title VII of the Civil Rights Act (Title VII) and the Americans with Disabilities Act (ADA), employees may request a medical or religious exemption from the vaccine mandate. A request for an exemption requires an employee to submit the required forms seeking a request. The forms will be available to employees the week of January 17th, 2022. Medical exemptions will require a signed form from a medical provider confirming the medical basis for the request. Religious exemptions will also require an application. All requests will be reviewed and determined on a case-by-case basis and may require submission of additional documentation. As we move to a working and learning environment of full vaccination status where masking and testing may not be necessary, individuals with granted exemptions will still need to mask and test.

Please note that failure to adhere to the vaccine mandate may and will lead to disciplinary action up to termination from the district.

Has the definition of “fully vaccinated” changed to include a booster?

No. Currently, “fully vaccinated” means 2 doses of the Pfizer or Moderna vaccine or a single dose of the Johnson & Johnson vaccine.

If staff members are positive now, but not yet vaccinated, will they get an extension because they have to wait a few months after being positive to get vaccinated?

Staff may qualify for a medical exemption if their physician indicates they should not be vaccinated (or should be vaccinated at a later date).

Quarantines

Is our COVID isolation/quarantine window changing to 5 days, as recommended by the CDC?

No. Although MDHHS has adopted the CDC revisions for the general population, their guidance for K-12 schools has NOT changed. The isolation time period remains 10 days for anyone who tests positive for COVID, regardless of vaccination status. For anyone identified as a close contact, quarantine remains 10 days without a negative COVID test (returning on day 11) or returning on day 8 if negative test received on day 5, 6, or 7 of quarantine. Consistent with past practice, the District will monitor changes from MDHHS and the Detroit Health Department and will make modifications as recommended.

For staff that test positive last week and this week, what is the procedure? Isolation time?

Staff should continue to follow the guidance in the [COVID-19 guidance](#) regarding isolation and quarantine time. Positive tests must be submitted even if the positive occurred over the break.

Testing

Will employees be required to still test weekly if they are working remotely?

No. Only staff reporting in-person will be required to resume weekly testing through the LynxDx testing protocol. The regular school-based weekly LynxDX testing for in-person staff will resume on Monday, January 10th, and remote staff are encouraged to participate either at their school site or the Renaissance drive through. Once remote staff are scheduled to return to in person work, a negative test will be required to return, and weekly testing at the school/work site will be required.

Will employees who are reporting in-person (e.g. School Administrators or clericals) be required to test each week at their site?

Yes. The regular schedule for school-based LynxDX testing will resume on Monday, January 10th, and staff reporting in person are required to participate.

If parents have submitted a negative test for their child that tested last week, do they need to test again this week through LynxDX?

A negative test result is suggested, but not required for a student to return to school. Therefore, another submission is not required.

Case Tracking

Do schools need to complete a COVID-19 case reporting survey for each employee and student who tests positive through the LYNX DX testing, in addition to those who submit positive tests from external testing?

Yes. All positive tests, including those received during break, must be reporting through the survey, and appropriately logged in PeopleSoft. In general, most cases submitted during the break should be considered remote cases and would not involved contact tracing, as the individuals were not on District property.

Payroll

Sick Days

Will anything change for sick days for employees testing positive at this point?

No. Continue to follow the guidance for time off in the [COVID-19 guidance](#). Employees who test positive for COVID (verified with positive test) and are unable to work should have standard hours reported using time reporting code HEH or HES.

How do we report time for employees?

Monday, January 3 through Wednesday, January 5:

- Employees eligible to work remotely – report hours worked. If an employee did not work, charge employee bank as appropriate.
- Employees unable to work remotely (Bus Aides, Noon Hour Aides, Food Service Staff, Trainable Aides) – report standard hours using District Closure code.

Starting January 6

- Employees who have not submitted COVID test (or taken test through District testing) should now be reported as 07/07S Absent without Pay.
- For employees who have submitted their COVID test – continue to follow guidelines as outlined above.

School Calendar

Will students be required to complete MOY Assessments from home/virtual during this time?

No. We will close our assessment window based on data collected before winter break. Schools will have the option to test remotely for instructional purposes only, but these results will not be formally analyzed as official MY data, e.g., in DataCom.

My school is administering NAEP. What are the implications for that assessment?

The second NAEP administration training scheduled for this week will be postponed until Monday 1/10 and Tuesday 1/11; appropriate staff will be notified directly. The District is working with national NAEP staff on potential make up options that may be required for planned January test dates.

Will there be an extension to staff evaluation deadlines?

Evaluation deadlines will be extended as follows:

- Thrive for Teachers Cycle 1: February 18
- Thrive for School Admin Cycle 1: February 18
- Thrive for Staff & Non-Union Administrators: February 18

To the extent possible, teacher observations should take place in the F2F environment, but when this is not possible, evaluators should use the Thrive for Teachers Online Learning Companion guides to inform ratings for Cycle 1.

Midyear progress reports for select personnel are still due by February 4th, with no extension.

Are there any changes to the report card window?

No. Grades and report cards will move forward on the published timelines. All grading policies and procedures will continue as normal.

Will there be any adjustment made for the student Panorama survey window?

Panorama will not be administered until in person instruction resumes. We will announce an updated window when in person learning resumes. Survey coordination training will also be rescheduled.

Are there changes to the Exam High School Application Scoring Process?

To account for the COVID testing days this week, the exam high school application scoring session scheduled for Wednesday, January 5 has been rescheduled for Thursday, January 6. Teams invitations have been sent to relevant personnel.

Will we need to make up lost school days at the end of the year?

Without the required days and hours of instruction required in the academic year, the District could face a significant financial penalty for missed days of instruction. District leaders are advocating for increased flexibility from the state in light of the latest surge in COVID rates, but is not yet able to rule out the need to make up days at the end of the school year.

Are there other events that are being postponed?

Yes. Planned district events, such as the Counselor Breakfast, scheduled for January, are being postponed. Please monitor the Hub for the latest news and updates to dates and times for planned events.