PALMER PARK PREPATORY ACADEMY
Parent Orientation
2020-2021

September 2, 2020
5:00 PM
Welcome Back P3A Families

• Please be mindful of your backgrounds and online interactions.
• Listen generously to others.
• Mute your microphone when you’re not speaking.
• Hold questions until the end of the session, and drop them in the chat, and we will respond after the presentations.
AGENDA

• Welcome/Introductions
• School-Wide Policies
• Covid-19 Safety Protocols
• First Day – Face To Face
• First Day – Virtual
• Curriculum Platform Virtual & Face to Face
• Connected Futures/Materials Distribution
• Attendance
• Uniforms
• Academics
• PTA
• Questions/Reflections
Christa Reeves
crista.reeves@detroitk12.org

Marion Minnis – Assistant Principal
marion.minnis@detroitK12.org

Willie Jenkins – Dean of Culture
willie.jenkins@detroitk12.org
School Hours

• Tuesday, September 8, 2020
  First day of School: Face 2 Face & Virtual

• School Hours are from 9:00 AM – 4:10 PM
  Face 2 Face & Virtual

• Doors will not open before 8:45 AM

• 45 minutes Elective
• 50 minutes Lunch
School Policies

• Breakfast is Grab & Go from 8:45 AM – 9:00 AM as students pass temperature screener and proceed to classrooms

• Calm Classroom 9:00 AM – 9:10 AM

• Students who enter the school after 9:10 AM will sign in with staff personnel and proceed to their designated classrooms

• NO parent/visitors allowed in the building.

• New students will be escorted by support staff to classrooms once they pass the temperature screener.

• Any parents/visitors submitting documents to the main office can either submit them in our outdoor mailbox or buzz the main office to let them know you are submitting documents.
Lunch Hours: Virtual & F2F

Grades PreK-5  
4th hour: 11:45 AM – 12:35 PM

Grades 6-8  
5th hour: 12:40 PM – 1:30 PM
Safety Measures

• Students temperatures will be checked prior to entry into the building and questioned on any symptoms.

• If a student has a high temperature or is exhibiting symptoms they will not be permitted into the building. If the parent is present, the parent will take the child home. If the parent is not present, the student will be taken to a holding room with our school nurse until contact is made for the parent to return to the building to pick up their child.

• Please do not bring your child to school if they have a high temperature or are exhibiting symptoms.
ENTERING THE BUILDING: EASY AS 1-2-3

1. Wear a mask
2. Take your temperature
3. Check for symptoms

Students Rise. We All Rise.
STUDENTS, DO YOU HAVE ANY OF THE FOLLOWING:

- Fever or chills

- Trouble **breathing**?
- A **cough**, **sore throat** or **runny nose**?
- A **headache**?
- An **upset stomach**?
- Loss of **taste** or **smell**?

Students Rise. We All Rise.
First Day – Face To Face

Students Rise. We All Rise.
FIRST DAY EXPECTATIONS – Face To Face

- Hallways are labeled and classrooms will practice social distancing of 6 feet.
- Every student and teacher will wear a face mask.
- Every classroom is equipped with hand sanitizer and cleaning products.
- Custodial staff clean daily and will repeatedly clean high touch point areas such as doorknobs.
- Montessori, Elementary & Middle School Learning Centers to provide instructional support through the Virtual Platform. Support Staff will monitor and provide academic support.
Face To Face: ENTRY Procedures

No early entry, Doors open at 8:45 AM

Door 1 (Main Entrance off Pickford St.) 6th, 7th & 8th grades

• Nurse Allen takes temperatures and asks health symptom questions
• Ms. Roberts If needed, will escort students into classrooms. Parents not allowed
• Dean Jenkins (traffic control - sidewalk) ensures parents know which door to enter and assist with traffic control and ensure social distancing

• Door 7 (Margareta St.) K-5th grades
• Door 3 (Margareta St.) Pre-K
Door 3 (near parking lot) – Bussers

• Nurse Allen takes temperatures and asks health symptom questions
• Ms. Roberts, Ms. Purvis and additional support staff will escort students into classrooms. Parents are not allowed to accompany students in the building.
• Dean Jenkins (traffic control - sidewalk) ensures students entrance from bus and ensure social distancing
DISMISSAL Procedures (STAGGERED)

Door 1 (near main office)

- Pre-K escorted outside through Door #13 and dismissed @ 3:45 PM
- K-1 escorted outside through Door #7 and dismissed @ 3:50 PM
- Grades 2-3 escorted outside through Door #7 and dismissed @ 3:55PM
- Grade 4-5 escorted outside through Door #7 and dismissed @ 4:00PM
- Grade 6 escorted outside through Door #1 and dismissed @ 4:05PM
- Grade 7 & 8 escorted outside through Door #1 and dismissed @ 4:10PM

*Students who ride the bus will exit with their grade level and board the bus.
Virtual and F2F Master Schedule will reflect the regular daily bell schedule from 9:00 AM – 4:10 PM. Students' schedules will include core classes, electives and lunch.
First Day – Virtual

Students Rise. We All Rise.
FIRST DAY EXPECTATIONS – Virtual

• Students will Login to Microsoft TEAMS at 9:00 AM
• Turn on and keep your camera on for the duration of the day. Unless teachers direct otherwise.
• Sit in an area conducive to learning, use a divider if needed to create a study area.

Students Rise. We All Rise.
How To Login To Microsoft TEAMS

• Click on the **Clever desktop shortcut** or open Google Chrome and go to **clever.com/in/dpscd**

• Click “**Log in with Active Directory**” Student’s will follow the following format:

• Enter student’s username in the space identified. The username will consist of the students ID # with @thedps.org appended on. Ex: 12345678@thedps

• Enter the student’s password. The password will consist of the following: First letter of first name in upper case First letter of last name in lower case 2 digit of their birth month 2 digit of their birth year 01 (male) or 02 (female) Ex: Jane Doe’s birthday is May 13, 2004. Her password is Jd050402
WHERE TO FIND MICROSOFT TEAMS AND SCHOOLOGY IN CLEVER

Students Rise. We All Rise.
ACCESSING TEAMS THROUGH CLEVER
Curriculum Platform – Virtual & F2F

Altitude & Guidepost: Montessori
EL & Eureka: Traditional K-8th grades

Ms. Jachim, Montessori Teacher
Ms. Longo, Master Teacher
Ms. Teasley, Master Teacher
Ms. Thomas, Master Teacher

Students Rise. We All Rise.
## Curriculum Distribution
**Tuesday, September 8th - Friday, September 11th**

<table>
<thead>
<tr>
<th>Day and Date</th>
<th>Time</th>
<th>Grade Level(s)/ Last Name Range</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday, September 8th</strong></td>
<td>10:00 AM – 11:00 AM</td>
<td>8th Grade: Homeroom 221</td>
</tr>
<tr>
<td></td>
<td>12:00 PM – 1:00 PM</td>
<td>8th Grade: Homeroom 223</td>
</tr>
<tr>
<td></td>
<td>1:30 PM – 2:30 PM</td>
<td>8th Grade: Homeroom 123</td>
</tr>
<tr>
<td><strong>Wednesday, September 9th</strong></td>
<td>10:00 AM – 11:00 AM</td>
<td>7th Grade: Homeroom 227</td>
</tr>
<tr>
<td></td>
<td>11:30 AM – 12:30 PM</td>
<td>7th Grade: Homeroom 224</td>
</tr>
<tr>
<td></td>
<td>1:00 PM – 2:00 PM</td>
<td>7th Grade: Homeroom 228</td>
</tr>
<tr>
<td><strong>Thursday, September 10th</strong></td>
<td>10:00 AM – 12:00 PM</td>
<td>6th Grade: Homeroom 117 &amp; 229</td>
</tr>
<tr>
<td></td>
<td>1:00 PM – 3:00 PM</td>
<td>5th Grade: Homeroom 116 &amp; 119</td>
</tr>
<tr>
<td><strong>Friday, September 11th</strong></td>
<td>10:00 AM – 12:00 PM</td>
<td>4th Grade: Homerooms 1, 2 &amp; 4</td>
</tr>
<tr>
<td></td>
<td>1:00 PM – 3:00 PM</td>
<td>3rd Grade: Homerooms 6 &amp; 8</td>
</tr>
<tr>
<td><strong>Friday, September 11th</strong></td>
<td>10:00 AM – 12:00 PM</td>
<td>2nd Grade: Homerooms 3 &amp; 5</td>
</tr>
<tr>
<td></td>
<td>10:00 AM – 12:00 PM</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1:00 PM – 3:00 PM</td>
<td></td>
</tr>
</tbody>
</table>

### Make Up Dates and Times

<table>
<thead>
<tr>
<th>Day and Date</th>
<th>Time</th>
<th>Grade Level(s)/ Last Name Range</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tuesday, September 15th</strong></td>
<td>10:00 AM – 2:00 PM</td>
<td>All Grade Levels</td>
</tr>
<tr>
<td><strong>Wednesday, September 16th</strong></td>
<td>10:00 AM – 2:00 PM</td>
<td>All Grade Levels</td>
</tr>
</tbody>
</table>
ONLINE CLASSROOM ETIQUETTES & EXPECTATIONS

• Mute your mic while the teacher or a classmate is speaking.
• Type questions in the chat so that you do not interrupt class.
• Use the chat for questions about class only.
• Always use appropriate language. Always use kind, thoughtful words. Only post classroom appropriate materials.
• Wear appropriate attire similar to what you would wear to school. (Uniform recommended)
• Refrain from eating/drinking while class is in session.
• Pay attention and participate.
• Ask permission before sharing class content.
• Leave the meeting when class is over.
DOWNLOADING MICROSOFT TEAMS

Download The Teams App

Students Rise. We All Rise.
Connected Futures

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Tablets Deployment

• The Connected Futures Survey to obtain a reservation number must be complete prior to pick-up; the survey link is in students email account or call Palmer Park for assistance.

• Final Make-Up Dates to retrieve Tablets @ Mumford High School
  • Wednesday, September 2nd – Thursday, September 3rd
  8:30 AM – 3:30 PM
CONNECTED FUTURES SUPPORT

Connectivity Issues
Text “INTERNET4CF” to (562) 372-6925
Online form: human-i-t.org/internet4cf

Technology/Device Support
Text “HELP4CF” to (562) 372-6925
Online form: help4cf.org

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Instructional Materials

- Mike Morris Backpacks
- Curriculum Materials
- Loaner Laptops - new students and kinder students
  - Awaiting district to send emails to those that qualify for loaners to sign off on responsibility and add hotspots to loaner laptops.

- Date for distribution will be announced via robo call, class dojo and TEAMS courses. Tentative date first day of school.
Attendance
ATTENDANCE POLICY

“On Time, Every Day, All Day”

There is a strong relationship between regular school attendance and academic performance. Students who are in class and on time daily have the best chance for school success!

Attendance Expectations

• Students are expected to attend all classes each day.
• Students are expected to be on time for each class during the school day.
• Students are to remain in school the entire school day.
• Students are expected to maintain a minimum ninety-six percent (96%) attendance rate.
• The District complies with the Michigan Compulsory School Law, which states that all students between the ages of six (6) and eighteen (18) are to attend school during the entire school year.
Absences

• **Virtual**: notify your child’s teacher, and or the school attendance agent, Eric Johnson regarding your child’s absence via email, eric.johnson@detroitk12.org

• **Face 2 Face**: send a note regarding the reason for the absence when your child returns to school, provided to homeroom teacher/Learning Center Coordinator.

• A note should be received within three (3) days of your child’s return to school.

• Make sure that all make-up work is completed and returned to the teacher.

• Three (3) early departures from school without an excuse are the equivalent of one (1) unexcused absence.
Tardiness

• Students who arrive later than the beginning of the school day or after the start time of class without an excuse and/or pass are considered tardy.

• Excessive tardiness disrupts the learning process and negatively impacts the student’s academic achievement.

• Three (3) instances of tardiness of more than fifteen (15) minutes after the start of class without an excuse are the equivalent of one (1) unexcused absence.
Irregular Attendance Consequences

Consequences for Irregular Attendance

• Investigation by the Attendance Agent.

• Tier 3 Chronically absent students have been identified and interventions will take place immediately.

• Possible failure in class or grade level.

• Referral of student for Department of Health and Human Services (“DHHS”) action.

• Referral of parents to the Wayne County Prosecutor for prosecution.
Palmer Park is a uniform school. Pre-K to 8th students are to follow the uniform policy.

Uniform Policy (Palmer Park Preparatory Academy)

- Montessori/Traditional - Pre-K through 3rd graders in light yellow polo shirts with khaki slacks, shorts or skirts;
- 4th & 5th graders - Emerald green shirts with Khaki bottoms;
- 6th graders - Navy shirts with Khaki bottoms;
- 7th graders - Burgundy shirts with Khaki bottoms;
- 8th graders - Black shirts with Khaki bottoms;
- Black or Brown closed toed/closed heel shoes for ALL grades

This Photo by Unknown Author is licensed under CC BY-NC-ND
Cell phones should not be visible in the building or during virtual instruction.
Academics – Data Dashboard
<table>
<thead>
<tr>
<th>ENROLLMENT w/ PreK</th>
<th>FALL COUNT RETENTION</th>
<th>STUDENT ATTENDANCE RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>2019</td>
<td>2019</td>
</tr>
<tr>
<td>525</td>
<td>86.5%</td>
<td>84.0%</td>
</tr>
</tbody>
</table>

Students Rise. We All Rise.
## M-STEP Progression

<table>
<thead>
<tr>
<th></th>
<th>2018-2019 % M-Step Proficient</th>
<th>2020-2021 % M-Step Proficiency Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reading</strong></td>
<td>6.6%</td>
<td>16.6%</td>
</tr>
<tr>
<td><strong>Mathematics</strong></td>
<td>4.1%</td>
<td>14.1%</td>
</tr>
</tbody>
</table>
Questions/Reflections

Thank You for your collaboration & support!

#WeAreInThisTogether as #P3APremiers

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