



**RALPH W. EMERSON ELEMENTARY/MIDDLE SCHOOL**  
**18240 HUNTINGTON ROAD**  
**DETROIT, MICHIGAN 48219**  
Office: (313) 831-9688  
Alonzo Terry, Principal  
Jewel Dillard, Assistant Principal

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September 1, 2020

Dear Parents/Guardians:

On behalf of the wonderful Emerson PreK-8 staff, we extend a gracious welcome to the 2020-2021 DPSCD school year. We are looking forward to partnering up with you to share a great academic learning experience with you and your child(ren). Please take the time to read this notice carefully and in its entirety. It will provide you with the important information that is needed to start the school year out correctly. It is also extremely important that all students are on time (**either F2F or Virtual**) and in attendance every day, as our teachers will be preparing them for the I-Ready and M-STEP assessments starting on the first day of school. Our school's academic success is based on our students' yearly academic growth on their assessments. Let us please work together as a team to ensure our students' academics growth and assessments are successful.

**EMERSON SCHOOL'S BELL SCHEDULE FOR YEAR 2019-2020 DETAILED BELOW:**

- The first day of school for students is Tuesday, September 8, 2020.
- Our school hours are from 7:30 am until 2:40 pm, Monday, through Friday.
- The tardy bell rings at 7:45 am. On half days of school, dismissal time is 10:45 am.
- Emerson PreK-8 **does not have a late pick-up or latch key program.**

**STUDENT ATTENDANCE AND LATE PICK-UP POLICIES FOLLOW:**

***We ask that you pick your child(ren) up on time at dismissal.*** Face to face parents, please avoid picking up your child(ren) early during the school day. When students are picked up early, they lose valuable instruction time. Older siblings **will not** be permitted inside the building to pick up their younger siblings. Parents and older siblings for our preschool students may pick up the student five (5) minutes before the dismissal bell.

- **All students must be present and on time daily.**
- **All students should be picked up outside of their assigned exit door.**
- **Students that remain at the school after our dismissal are subject to be transported to Safety-Net.**

**ENTRANCE AND EXIT DOOR FOR STUDENTS IS AS FOLLOWS:**

- **All students will have their body temperature scanned at the school entrances.**
- Preschool students will enter/exit the school on the **east entrance (Annex door)**.
- All other 1<sup>st</sup> floor students will enter/exit through the **glass doors on the right side**, on the east end of the school, (across from the original Emerson building).
- All 2<sup>nd</sup> floor students will enter/exit through the **glass doors on the left side**, on the east end of the school, (across from the original Emerson building).
- In the original Emerson building, all students will enter through the **first door of the main campus** (across from the Annex building). All middle school students will exit through the **first door of the main campus** (across from the Annex building). All elementary school students will exit out of the **2<sup>nd</sup> door across from the playscape**.

**PARKING INSTRUCTIONS FOR PARENTS AND VISITORS:**

**\*\*\*Please be advised that all parents and visitors must park in the main parking lot located on the front west side of the Annex building, located next to the park. Parking in the horseshoe to pick up and/or drop off your children is PROHIBITED. The horseshoe driveway is used for school buses and fire trucks only. Thank you in advance for your cooperation regarding this policy.**

Detroit Public School Community District has adopted a mandatory Kindergarten through 12<sup>th</sup> grade student dress code policy. All schools in the district are required to strictly enforce the Student Dress Code Policy. Our students at Emerson K-8 School are expected to wear their uniform attire Monday through Friday. Emerson's uniform dress code attire is detailed below.

**EMERSON'S ELEMENTARY SCHOOL UNIFORM DRESS CODE IS AS FOLLOWS:**

- Girls: Light blue or white blouse (Polo style shirts are permitted. No other form of tee-shirts will be permitted. Blue or black skirts/pants (Blue jeans are not uniform attire), and black shoes and white gym shoes. Black or blue shorts at or below the knee are allowed during the hot weather (85 degrees or higher).
- Boys: Light blue or white shirts (Polo style shirts are permitted. No other form of tee-shirts will be permitted. Blue or black pants (Blue jeans are not uniform attire), and black shoes and white gym shoes. Black or blue shorts at or below the knee are allowed during the hot weather (85 degrees or higher). Shirts must be tucked inside the pants, and students are not permitted to wear their pants below the waist (no sagging). A belt must always be worn.

**EMERSON'S MIDDLE SCHOOL UNIFORM DRESS CODE IS AS FOLLOWS:**

- Boys and Girls: Red or white, black or burgundy shirts (Polo style shirts are permitted). No other form of tee-shirts will be permitted.
- Boys and Girls: Khaki or black pants, (Khaki or Black skirts for girls). Both boys and girls may wear Khaki or Black shorts at or below the knee during hot weather (85 degrees of higher).
- On occasion, the school will have "Free Dress Day." ***On Free Dress Day, you will always receive a written notification from the school in advance in the form of a letter that states students can dress out of uniform.***

**Please purchase clothing for the new school year according to the Emerson and DPSCD uniform policy for boys and girls stated above. \*\*\*\* Please note, NO BLUE JEAN PANTS WILL BE ALLOWED IN THE BUILDING!!!**

**BREAKFAST SCHEDULE FOR ALL STUDENTS IS AS FOLLOWS:**

Breakfast is served every morning. Students will pick it up breakfast as they enter the buildings and eat in the in the classrooms beginning at 7:30 am and will end promptly at 7:45 am.

**The lunch periods for all students are as follows:**

<input type="checkbox"/>	Students (K through 4 <sup>th</sup> grades)	10:15 am - 11:07 am
<input type="checkbox"/>	Students (5 <sup>th</sup> through 8 <sup>th</sup> grades)	11:03 am - 12:52 am

**BREAKFAST AND LUNCH APPLICATIONS MUST BE COMPLETED AS FOLLOWS:**

**All students attending DPSCD and Emerson K-8 will receive "Free" breakfast and lunch. However, the free and reduced lunch applications must still be completed and returned to the school's office. Our lunch applications are tied to our school's funding; which is utilized for staff, supplemental curriculum, technology, and students' extra activities.**

**REMINDER:**

**When students are absent from school, please send a note to the teacher on the day of their return. This will allow for the student(s) to be marked as an "Excused Absence." If there are any questions or concerns, please feel free to call the school at the listed telephone number on the front side of the letter. Let's make this our best year yet at Emerson K-8!!!**

Educationally yours,

*Alonzo Terry Jr.*

Alonzo Terry, Principal

**Students Rise. We all Rise**

**DPSCD does not discriminate based on race, color, national origin, sex, disability and/or religion  
Contact Compliance for more information at (313) 240-4377 or [detroitk12.org/admin/compliance](http://detroitk12.org/admin/compliance).**

## ONLINE LEARNING:

As we approach our first day of school on **Tuesday, September 8th** we are eager with anticipation to see all our students! For students who are beginning the school year online, it will be different than "Distance Learning" in the Spring of 2020. Key differences include:

- Instruction will be live aligned to a daily time schedule
- Grades will be given and count toward report cards
- Attendance will be required
- Assignments will be expected to be submitted
- Teachers will use new online learning platforms

The first week of school will be focused on relationships and community building and learning new online skills, rather than diving full force into the curriculum. Teachers will spend time getting to know their students, letting students get to know one another and learning the new technology together. Establishing classroom communities is essential while we journey into online learning. This will differ by grade band, as teachers will be building on students' prior knowledge and setting developmentally appropriate expectations.

## Daily Schedules:

Families can access and print their student's schedules and teacher assignments by logging into the **PowerSchool Parent Portal**. Please click here to access information about daily schedules. You can also click the **"Daily Schedules" tab** on the left side of the screen.

## First Day of School:

On Tuesday, September 8th, in alignment with the students daily schedule, students should join their Teacher and classmates **LIVE on**

### Microsoft TEAMS.

- Go to Clever: <https://clever.com/in/dpscd>. Click "Log in with Active Directory"
- Access TEAMS and join your teacher with your camera on!

## Academic Calendar:

Students online will follow the same **District Academic Calendar** and bell schedule as their enrolled school. Because students are online, they should not expect disruptions, like for example, Snow Days.

## Devices for Online Learning:

K-12 students enrolled as of February 2020 can use their Connected Futures devices, which come with six months of mobile internet access. The District will provide loaner devices at the start of the school year for students not eligible for Connected Futures. This includes Pre-Kindergarten, Kindergarten, and newly enrolled students. For more information

visit: <https://www.detroitk12.org/connectedfutures> or call: 313-240-4377

## Materials Distribution:

Schools will provide physical materials including textbooks, novels, workbooks to online students during their first week of school. Picking up materials will require wearing masks and social distancing. You will receive details from your child's school regarding the schedule for pickup. **Emerson materials pick will be from 9AM to 11AM and 1PM to 3PM daily until September 18, 2020.** Only materials that are needed to support online platforms will be issued. Each quarter, any needed materials will be given to families based on their decision to do online or in-person instruction. Families will receive a letter that indicates which materials may be kept and which materials must be returned to the school.

## Home Learning Environment:

While you prepare for the first day of school, it is important to establish a consistent learning space for your child. Whether you're borrowing a device from the District, have a Connected Futures device, or have one of your own, it won't be the only tool your child will need to complete their work. Having a dedicated space, if possible, with school supplies as well as a daily routine will help focus your child's work on their learning.

## Schoology, TEAMS, and Online Learning Platforms:

Teachers will use new online learning platforms including our new learning management system, Schoology. Just as teachers invest time at the start of the school year setting up their brick and mortar classrooms, online teachers have prepared online learning spaces in Schoology for their students. Schoology will allow teachers to post announcements, maintain schedules, create assignments, and bring TEAMS and other online platforms together for a single experience for students. Schoology can also be accessed via lever: <https://clever.com/in/dpscd>.

## Homework Hotline:

The Detroit Public Schools Community District Homework Hotline is a free resource available for all DPSCD students. Students and families can call in for help with Literacy and/or Math homework. The Homework Hotline will be offered during the academic year on Monday – Thursday, from 5:00 p.m. – 8:00 p.m. Homework Hotline will not operate on days that schools are closed for holidays. Please visit our Homework Hotline webpage at the District's website for additional information.

## Parent Supports:

The Parent Academy in collaboration with the Office of Curriculum & Instruction and Instructional Solutions will provide sessions to orient parent to online platforms. The schedule will be on the District and school website. For recommendations on additional support for online learning please check out our Expectations & Support page on the District's website.