

P.S. 360Q – Dr. Marie M. Daly Academy of Excellence

TO: In-Person Learning (Grades K -5) Parents

DATE: September 23, 2020

RE: Things to Know /F.A.Q.'s (Page 1)

FROM: Ms. Rachel Thomas, Principal

Guarantees –Information will change. Something will go wrong. Staffing will change. Last minute switches will be made. Information/Perspectives from the teacher, admin, parent, media/news outlets, etc. will be different. Technology/ Wi-fi /Websites/ Online platforms sometimes freeze; have glitches or simply “just shut down.” Everything keeps changing and we must all learn to adapt to things beyond our control. We all must be gentle, kind and respectful. I can also guarantee that my mantra for this school year is:

Use the Growth Mindset to Be Positive; Stay Hopeful; Be Grateful and Be Thankful

- **Safety precautions - Face coverings** must be worn by all students. **Sanitizing stations** will be located in each classroom.
- Students must wear a **Name Tag** that includes: First and Last Name, Grade and Cohort A or Cohort B.
- **Temperature Checks** –Thermometers will be sent home with students on the first day of in-person learning. Random temperature checks will also be done by school staff.
- **Dress Code: Navy blue** skirt /pants; **Light blue** polo shirt/buttoned shirt; **Black/Navy blue** shoes. **Navy blue/black** sweater. Excessive jewelry, make-up, flip flops, shorts are prohibited.
- **Communication** – Parents must check their Class Dojo and email throughout the day for information. Parents must read the information accurately. The Class Dojo comment section is not for parents to complain. If you have a question or concern, send a private Class Dojo message to the specific staff member. Zoom is the primary virtual platform used by the school.
- **Technology Platform: iLearn** - Parent training for *iLearn* will be held via Zoom on **Fri. Sept. 25th** (10 am to 11 am) and **Wed. Sept. 30th** (5:30 pm to 6:30 pm) – Link posted on Dojo.
- **Instruction:** Lessons will be a combination of Live teaching / Instructional videos and Online technology support.
- **Drop-off and Pick-up:** Pre-K (Main Entrance) • Grades K to 2 (199th St. and 112th Ave) – Playground entrance • Grades 3 to 5 (200th St. and 112th Ave) – Playground entrance
- **Time of School Day – 8:30 am to 2:00 pm** **Breakfast/Lunch** – cold items will be served in the classroom. Microwave/Refrigeration is unavailable if students bring their own lunch.
- **Meals needed on remote days?** Complete the form in the link if you need breakfast/lunch by Friday, September 25 at 12 pm: <https://forms.gle/vD7AVmWTbUibttnx6>
- **Learning Bridge** - Complete the Learning Bridge Survey, if you are in need of childcare on days that your child is not scheduled to come to school because it is not their Cohort day
 - Survey link: https://prek4all.az1.qualtrics.com/jfe/form/SV_ac4kZNaIMaixbc9
 - The Learning Lab Community Based Organization assigned to P.S. 360Q is the Black Spectrum Theatre Company Inc.
 - The Learning Lab Site is located at: 115-15 Farmers Boulevard St. Albans, NY 11412 Program Supervisor: Mr. Anthony Ellison Email: ellisonpride@yahoo.com
- **Attendance:** On remote days of learning and in-person learning days, attendance is taken at **8:30 am**. All attendance must be entered in the **NYCDOE Attendance Tracker System**.
- **Marking Periods:** 1) *September 16 to November 13* 2) *November 16 to January 29* 3) *February 1 to April 16* 4) *April 19 to June 25*
- **Grading System:**
 - Performance Level 4 (Exceeds Standards) 93% to 100%
 - Performance Level 3 (Meeting Standards) 80% to 92%
 - Performance Level 2 (Approaching Standards) 65% to 79%
 - Performance Level 1 (Below Standards) 0 to 64%
- Parents may opt their child into **100% Remote Learning** at any time.
- **Instructional Absolutes:**
 - Active Student Engagement: -Real life/real world connections -Interdisciplinary connections -Hands-on learning including virtual opportunities
 - Check for Understanding: -Activate prior learned knowledge -In the moment constructive feedback -Mid-point and end-point summaries
 - Applied use of Academic Language: - Students use content based oral and written language - Language of the rubric applied within teacher feedback
- **Technology Support:**
 - Telephone Support: DOE Service Desk (718) 935-5100; NYCDOE Schools Account and creation of NYCDOE email- assistance: (212) 374-6646
 - Email support: nycschoolsaccount@schools.nyc.gov or www.nycenet.edu/technicalsupportforfamily
 - Remote Learning Device request: <https://coronavirus.schools.nyc/RemoteLearningDevices>

- **Zoom Etiquette:** All participants must be on MUTE; Students must sit at a desk/table and be in the “**Smart Spot**” position, ready for learning, (free of distractions: toys, people, pets, etc.) Be sure to create an “at-home” educational environment for your child. Food should not be eaten on Zoom and students must have used the bathroom. Face must be shown on the camera for attendance purposes. Lying in bed or wearing pajamas is prohibited. The Chat is controlled by the teacher.
- **Immunizations** must be current/up to date. Nurse Melany and Mrs. Maniscalco are the Point People in charge of receiving and entering the information into the system.
- **Documents that we need ASAP: *Student Emergency Contact Form; Blue Emergency Card; Health/Physical Form; How is My Child Going Home Form?***
- **Meal Accountability Form** can be completed at: www.myschools.app.com - Mrs. Evelyn is the Point Person. More information is forthcoming.
- **Due to FOOD ALLERGIES and Epi-Pen Prescriptions, do not send your child with NUT/PEANUT based products. Nurse Melany must know of any health ailments.**
- **Staffing:** We have a number of staff members who are on a “Medical Accommodation.” We are awaiting more personnel to be assigned to 360Q. Parents do not pick their child’s teacher. P.S. 360Q practices “team teaching.” There may be times when a teacher from a different grade or cohort will cover the class, until Central assigns more staff to the school.
- Due to **Contact Tracing**, for children who come to school on the wrong day, parents will be called to pick them up and the child will be placed in the Isolation Room.
- All parents must visit www.schools.nyc.gov to download the **COVID-19 Protocols**.
- **Health Screening Directions / Information copied from Chancellor Carranza’s Parent Letter dated 9/22/2020:**
 1. Online Health Screenings must be completed prior to arrival. <https://healthscreening.schools.nyc/>
 2. When you do the screening at home, you or your child just need to provide the results of the screening either by showing the email on a smartphone or a printout of the results before entering the school building. If you or your child is not able to pre-screen using the online tool, you may use the Paper Health Screening Questionnaire and have your child bring the completed form to school and show it upon entry. Parents are asked to check their child’s temperature BEFORE leaving their home.
 3. All students will receive an oral thermometer in their first week of in-person instruction in case they need one to check their temperature.
 4. Take Note: Keep your child home if they are sick. Social Distancing Protocols and hand washing will be regularly monitored. In order to keep everyone healthy and slow the spread of COVID-19, students will not be able to attend in-person classes if they have:
 - a) *experienced any symptoms of COVID-19, including a fever of 100.0 degrees F or greater*
 - b) *have a new cough, new loss of taste or smell, or shortness of breath within the past 10 days*
 - c) *received a positive result from a COVID-19 test that tested saliva or used a nose or throat swab (not a blood test) in the past 10 days*
 - d) *been in close contact (within 6 feet for at least 10 minutes) with anyone who tested positive for COVID-19 or who has or had symptoms of COVID-19 in the past 14 days*
 - e) *traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.*
 5. Beginning in early October, NYCDOE will begin testing a random sampling of students and staff in every school. Help us keep our schools open and school communities healthy by getting tested for COVID-19. For more information, visit: <https://www1.nyc.gov/site/coronavirus/get-tested/covid-19-testing.page>

Helpful Contact Information:

- School Telephone # (718) 776-7370
- School Nurse Ms. Melany - Ext. 1122
- School Secretary- Mrs. Maniscalco: Ext. 1063
- **Parent Liaison** – Ms. Beatrice Roseus, Teacher – Email: broseus@schools.nyc.gov If you have any specific concerns outside of the classroom teacher.
- School Fax # (718) 776-7380
- School Safety Desk: Ext. 5171
- School Aide- Ms. Jackson Ext. 1064
- Email: ps360q@gmail.com
- School Based Support Team – Ext. 3142
- School Aide - Mrs. Evelyn Ext. 1061