

Hamden Public Schools

Parent Guide for Distance Learning



Parent/Guardians, the guidelines below will apply when:

- A school day is a Superintendent-authorized Remote Learning Day (RLD) due to inclement weather
- A school/classroom or cohort is quarantined due to COVID-19
- All school buildings are closed for any period of time due to COVID-19

Student Attendance

If a student is unable to participate in distance learning, parents/guardians should report the absences to school clerks via email or by calling the school. If offices are closed, please use email as a form of communication.

Students must be “present” for at least half of a school day to be considered in attendance for that school day. Present is defined as participation in synchronous and asynchronous learning activities.

Teacher Absence

If a teacher is absent, he/she will notify students via Google Classroom. Teachers will post a morning message that there will be no live instruction for class that day.

Communication

Parents/Guardians can continue to email teachers directly at their hamden.org email addresses.

Students should use “private comments” in the teacher’s Google Classroom to communicate with the teacher and to schedule meetings with teachers during Asynchronous Learning times.

English Learner Specialists will continue to use the app [Talking Points](#) to communicate with parents and families.

Technology Issues (Laptop/Chromebook)

If a student is having problems with technology, please contact the appropriate Media Specialist below (Elementary Schools, Alice Peck, HCLC and Wintergreen) or complete the HelpDesk form (HMS, HHS).

- Elementary: Please contact Library Media Specialist by email
 - Bear Path: Mrs. Nabors mnabors@hamden.org
 - Church Street: Ms. Kraemer kkraemer@hamden.org
 - Dunbar Hill: Mrs. Church jchurch@hamden.org
 - Helen Street: Mr. Patrick dpatrick@hamden.org
 - Ridge Hill: Mrs. Church jchurch@hamden.org
 - Shepherd Glen: Mrs. Helenski dhelenski@hamden.org
 - Spring Glen: Mrs. Redmond lesredmond@hamden.org
 - West Woods: Ms. Martinez Sendroff ssendroff@hamden.org
- HMS: www.hamden.org/hms-google-chromebook-help-request-form
- HHS: www.hamden.org/hhs/studenthelpdesk
- Alice Peck, HCLC, Wintergreen: Mr. Gargiulo fgargiulo@hamden.org

Elementary Schools

	Monday	Tuesday	Wednesday	Thursday	Friday
Synchronous Learning*	Grades 1 - 6	Grades K, IIC & 3 - 6	Grades K - 2, IIC & 5 - 6	Grades K - 4, IIC & 6	Grades K - 5, IIC
Asynchronous Learning Only.	Kindergarten and IIC Classes	Grades 1 & 2	Grades 3 & 4	Grade 5	Grade 6

*** Synchronous learning days may be a combination of both synchronous and asynchronous instruction**

School Hours/Attendance

According to CSDE, students must be “present” for at least half of a school day to be considered in attendance for that school day. Present is defined as participation in synchronous and asynchronous learning activities. Virtual classes and virtual meetings are synchronous. Time on digital programs (Lexia, Dreambox, IXL, etc.) and completion/submission of assignments are asynchronous.

- Teachers will continue to post a “week at a glance” with a schedule of subjects, times for live lessons on zoom and expected assignments.
- Teachers will communicate the schedule along with any additional small group zoom sessions with students and parents, if necessary.
- Instead of mask breaks, teachers will use that time to allow kids to get up, move around, get a drink or use the bathroom.
- Students will also attend 30 minutes of specials 4 days per week according to the scheduled class time. Cohorted groups will attend with their designated homeroom class.

Schedule

Elementary schedules will eliminate cohorted groups. Each grade level will include blocks of time for ELA, math, science, social studies, health, SRBI, and specials following the previously adopted rotation schedule. This schedule will be shared with students and parents.

- At the elementary level synchronous and asynchronous lessons will be used to deliver content and specials’ instruction.

The school day for elementary students is 5 hours which includes a 30 minute break for lunch.	
Early schools	8:30-1:30
Late schools	9:00-2:00

Asynchronous Distance Learning

During asynchronous distance learning days, students will have assignments in Google Classroom to complete independently.

Students should work on Dreambox for 20-30 minutes per day, Lexia (K-3), and/or Imagine Learning as assigned and also read for 20-30 minutes daily.

Students will use this day to:

- Meet with teachers one-on-one or in small groups
- Complete mindfulness activities
- Complete distance learning assignments from each class

Secondary Schools

	Monday	Tuesday	Wednesday	Thursday	Friday
Full-Time Distance Learning	Synchronous* Distance Learning Instruction	Synchronous* Distance Learning Instruction	Asynchronous Distance Learning	Synchronous* Distance Learning Instruction	Synchronous* Distance Learning Instruction
Remote Learning days due to inclement weather, cohort/classroom closures	Synchronous* Distance Learning Instruction	Synchronous* Distance Learning Instruction	Synchronous* Distance Learning Instruction	Synchronous* Distance Learning Instruction	Synchronous* Distance Learning Instruction

* Synchronous learning days may be a combination of both synchronous and asynchronous instruction

Full-Time Distance Learning Schedule

Students in grades 7-12 will receive instruction 5.5 hours per day for four days per week, following their daily schedule in PowerSchool.

<u>HMS</u>		<u>HHS</u>	
Period 1	8:13 a.m. - 8:52 a.m.	Period 1	7:31 a.m. - 8:09 a.m.
Period 2	8:55 a.m. - 9:34 a.m.	Period 2	8:13 a.m. - 8:51 a.m.
Period 3	9:37 a.m. - 10:16 a.m.	Period 3	8:55 a.m. - 9:33 a.m.
Period 4	10:19 a.m. - 10:58 a.m.	Period 4	9:37 a.m. - 10:15 a.m.
Lunch Break	10:58 a.m. - 11:24 a.m.	Period 5	10:19 a.m. - 10:57 a.m.
Period 5	11:27 a.m. - 12:06 p.m.	Period 6	11:01 a.m. - 11:39 a.m.
Period 6	12:09 p.m. - 12:48 p.m.	Period 7	11:43 a.m. - 12:21 p.m.
Period 7	12:51 p.m. - 1:30 p.m.	Period 8	12:25 p.m. - 1:03 p.m.

Synchronous Instruction

During synchronous Instruction school days, students will follow their daily class schedules according to the bell schedule on the previous page.

Asynchronous Distance Learning (Wednesday)

On Wednesdays, students will log into each of their Google Classrooms to complete an asynchronous distance learning assignment. Assignments will be posted in Google Classrooms 15 minutes before the start of the student day.

Students will use this day to:

- Meet with teachers one-on-one or in small groups
 - Complete mindfulness activities
 - Complete distance learning assignments from each class
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Attendance

- Teachers will take daily attendance every period in PowerSchool.
 - Students must be "present" for at least half of a school day to be considered in attendance for that school day. Present is defined as participation in synchronous and asynchronous learning activities.
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Grading

Grading policy will remain in effect.

***Alice Peck, Wintergreen and HCLC** Schedules will be communicated by administration.