



# SUFFIELD PUBLIC SCHOOLS

*Office of the Assistant Superintendent*

*Michelle Zawawi  
Assistant Superintendent*

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Administrative Assistant*

October 8, 2020

Dear Parents and Guardians:

I am writing to you today to ask for your continued support for our schools and distance learning. Suffield Public Schools has always had a strong connection to families and parents and our students have found success because of this. We recognize that learning from home and supporting your child during Covid-19 is challenging. The continued support by our Suffield families and parents is, now, more important than ever as we work to ensure success for our students. Academic success is like a three-legged stool; it requires support from all three participants: teachers, parents and students.

We would appreciate your help with five areas identified below that we feel will support student learning from home.

## **While Learning from Home:**

### **1. [Cameras on.](#)**

Why? Teachers need to see your child in order to provide feedback and encouragement. Many teachers are spending precious instructional time repeating themselves or asking if a student is present. This is taking away from your child's learning as well as the learning of other students in the class.

### **2. [Complete assigned work.](#)**

Why? Work assigned to students is designed to provide individualized practice, skill development and evidence of learning. When students do not turn in their assignments or complete expected work they run the risk of falling behind and teachers are not able to plan effectively.

### **3. [Attend class on time.](#)**

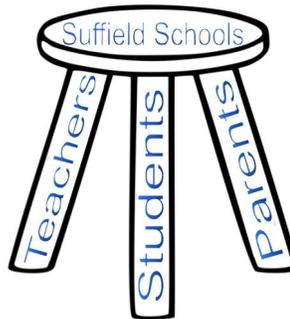
Why? The teachers' lessons include direct instruction which is usually at the beginning of class. Direct instruction typically lasts from 10-15 minutes. If your child is late they will miss the content and instruction needed to complete the learning activities that accompany the lesson.

4. **Do Not Record Lessons.**

Why? Recording lessons is a violation of our [Suffield District Acceptable Use Policy](#).

5. **Review Google Classroom, PowerSchool or SeeSaw with your child on a regular basis.**

Why? These platforms communicate the learning expectations and due dates of assignments. It is important that students submit their work on time so teachers can provide feedback.



Sincerely,

A handwritten signature in black ink, appearing to read "Michelle Zawawi".

Michelle Zawawi  
Assistant Superintendent  
Curriculum and Instruction