



Dr. Adele V. Pecora • Superintendent of Schools

1600 Washington Avenue, Seaford, NY 11783 • Phone: (516) 592-4010 • Fax: (516) 592-4049

May 12, 2020

Dear Manor School Parents and Guardians,

As always, we hope you and your families are doing well. We appreciate your hard work and partnership to ensure the success of our students during these unprecedented times. As a result of the Governor's Executive Order to close schools for the remainder of the school year, the district has restructured its plan to incorporate Phase III of distance learning. This will now include additional "live instruction" sessions through Zoom or Microsoft TEAMS.

Starting Monday, May 18, 2020, your child's classroom teacher will provide five "live instruction" lessons a week. These lessons may focus on reading, writing, math, science, social studies, word study and/or character education. Please find the schedule for your grade level below. Please note that the length of the lessons will be age appropriate and will be determined by the classroom teacher.

In addition, our Special Area, Band, and Supportive Area (Reading, Math, and ENL) teachers will be providing live lessons. The link for the Special Area lessons will be provided prior to the start of next week. The schedules for these lessons are also listed below. Interaction hours will continue where teachers can further support their students.

Finally, please review the **Virtual Learning Class Etiquette Document for Students and Parents**. Adherence to these guidelines will help to ensure a smooth and successful transition to Phase III of distance learning. We truly appreciate your support and cooperation, as our teachers and students interact through this enhanced platform. Thank you and stay well.

Very truly yours,

Adele V. Pecora

Adele V. Pecora, Ed.D.
Superintendent

John A. Striffolino

John A. Striffolino
Asst. Superintendent

Debra Emmerich

Debra Emmerich
Principal

Mary Ellen Kakalos

Mary Ellen Kakalos
Assistant Principal



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Elementary School Remote Learning Guide

Remote Learning Classroom Teachers Grades K-5	
Whole Class Instruction - Zoom or Microsoft TEAMS	
Whole Class	5 times a week Subjects covered: Reading, Writing, Math, Science, Social Studies, Character Education
Interaction Hour	
Available to all students	Teachers will be available for 60 minutes a day for interaction time with students. This time may include: TEAM interactions Class Dojo Remind Emails Phone Calls Flip Grid Shorts Flip Grid Responses Nearpod Lessons Screencastify Videos Pre-recorded power point Videos Pre-recorded lessons Padlet or Popplet Activities
Special Area Teachers	
Whole Class Instruction - Zoom or Microsoft TEAMS	
Whole Class Instruction	5 Lessons a week
Interaction Hour	
Available to all students	Teachers will be available for 60 minutes a day for interaction time with students. This time may include: TEAM interactions Class Dojo Remind Emails Phone Calls Flip Grid Shorts Flip Grid Responses Nearpod Lessons Screencastify Videos Pre-recorded power point Videos Pre-recorded lessons Padlet or Popplet Activities
Supportive Area Teachers	
Whole Class Instruction - Zoom or Microsoft TEAMS	
Whole Class Instruction	5 Lessons a week
Interaction Hour	
Available to all students	Teachers will be available for 60 minutes a day for interaction time with students. This time may include: TEAM interactions Class Dojo Remind Emails Phone Calls Flip Grid Shorts Flip Grid Responses Nearpod Lessons Screencastify Videos Pre-recorded power point Videos Pre-recorded lessons Padlet or Popplet Activities



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Manor School - Digital Learning Schedule

CLASSROOM TEACHERS

Grade Level	Live Instruction Time Zoom or TEAMS
Kindergarten	12:30
First Grade	11:30
Second Grade	12:00
Third Grade	10:30
Fourth Grade	1:00
Fifth Grade	11:00

SPECIAL AREA TEACHERS

Grade Level	Monday	Tuesday	Wednesday	Thursday	Friday
K	LaSota	Simon	Botti	Adams	Dunn
1	Dunn	LaSota	Simon	Botti	Adams
2	Adams	Dunn	LaSota	Simon	Botti
3	Botti	Adams	Dunn	LaSota	Simon
4 & 5	Simon	Botti	Adams	Dunn	LaSota

READING TEACHERS, MATH, ENL and BAND TEACHERS:

Reading, Math, ENL and Band will begin at 2:30. These teachers will share their Zoom invites via email.

The Reading Schedule is as follows:

Monday	Kindergarten
Tuesday	Grade 1
Wednesday	Grade 2
Thursday	Grade 3
Friday	Grades 4 & 5



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Virtual Classroom Etiquette for Students and Parents

Welcome to your virtual classroom experience! The virtual classroom will serve as another facet of your distance learning experience. You should consider this as a “traditional” classroom and abide by the standards and expectations that have already been established by your teacher. Below are some friendly reminders:

- Please arrive online at the scheduled time.
- Find a quiet place to work, free from distraction as best as you can (siblings, pets, televisions, cellphones).
- Maintain respect in speaking, writing, and appearance.
- When on video, stay on mute. Only unmute if you have a question or something relevant to contribute.
- When using the virtual chat features, please be considerate, polite, and use proper spelling and grammar.
- When using video, keep the video on and maintain eye contact to promote focus.
- Please remember that virtual classes are for students. Parents should not interrupt learning. Any interaction with the teacher should occur through email outside the classroom period.
- The privacy and confidentiality of all participants is important. Taking photos, screenshots, recording audio/video is prohibited during the online class, as is posting any portions of the class to social media.
- Please abide by the Seaford School District User Agreement including the Acceptable Use Policy, and Internet Safety Policy. These are accessible on our district website. [SUFSD ACCEPTABLE USE POLICY](#)
- Students are expected to adhere to the Seaford School District Code of Conduct throughout Distance Learning opportunities. This is accessible on our district website. [Code of Conduct](#)