



HAUPPAUGE PUBLIC SCHOOLS

495 Hoffman Lane, P.O. Box 6006, Hauppauge, NY 11788

Dr. Donald Murphy

Assistant Superintendent for Curriculum, Instruction and Technology

March 23, 2020

Dear Hauppauge Families,

I am sorry in advance for the length of this letter, but I did not want to leave out any important and/or new information related to our instructional program during this unprecedented time.

Hauppauge educators are working diligently to begin our new “Distance Learning” operation on Monday, March 30th. Our vision is rooted in providing the richest, most engaging instructional experience possible for your children while acknowledging the challenges of learning outside the physical classrooms of our schools. **A few tenets have guided our approach:**

- Consistency in approach
- Consistency in access
- Consistency in communication
- Respect for parent time and the logistical challenges at home caused by current events

It is with these tenets in mind that we generated a “Distance Learning” philosophy that aligns with reasonable and appropriate time commitments when a student is learning from home. For Hauppauge, this means:

Level	Instructional Time at Home
Students in grades K-5	60-90 minutes a day
Students in grades 6-12	~120 minutes a day

For students in grades K-3, classroom teachers will utilize either **Google Classroom and/or Seesaw**

For students in grades 4-12, classroom teachers will utilize **Google Classroom**

At the elementary level (K-5), 5-day windows will be established each week focused mainly on Reading, Writing, and Mathematics activities. Science and Social Studies will also be threaded through the week as determined by the teachers at each grade level. Additionally, Physical Education, Library and Art/Music activities will be accessible through Google Classroom on a weekly basis.

Student Schedule, Grades K-5

The following schedule repeats weekly over the course of a 2-week period:

Day 1 Monday March 30th	Day 2 Tuesday March 31st	Day 3 Wednesday April 1st	Day 4 Thursday April 2nd	Day 5 Friday April 3rd
Reading	Reading	Reading	Reading	Reading
Writing	Writing	Writing	Writing	Writing
Mathematics	Mathematics	Mathematics	Mathematics	Mathematics
Science / SS / Other	Science / SS / Other	Science / SS / Other	Science / SS / Other	Science / SS / Other
← Physical Education / Art / Music / Library →				
← Play / Walk / Run / Meditate / Yoga / Dance / Explore the backyard →				

At the secondary level (6-12), 5-day windows will be established each week with a “Day 1” and “Day 2” schedule in mind. This will mean that subject areas are split up so that there is equity in time/focus over the course of a 10-day cycle. The goal here is to suggest a manageable schedule for students, so they may organize their week in relation to the posted school work on Google Classroom.

Student Schedule, Grades 6-12

The following schedule repeats every two days over the course of a 2-week period

Day 1 Monday, March 30th	Day 2 Tuesday, March 31st
English	Math
Social Studies	Science
Mindfulness / Break / Lunch	Mindfulness / Break / Lunch
Art / Music	World Languages
Business/FACS/Robotics/Coding	Technology Ed
PE / Health	Personal Choice
← Play / Walk / Run / Meditate / Yoga / Dance / Explore the backyard →	

Note: This schedule will continue, with every “Day 1” and “Day 2” repeating in tandem for as long as the Distance Learning operation is in effect, as per Governor Cuomo’s guidance. Right now, that day is April 1st.

Printable Version of K-5 and 6-12 Schedules - [Click Here](#)

Availability of Teachers

Teachers will be available to support student learning remotely while we are mandated to stay home. Teachers will provide responses in a timely manner and use digital tools, as well as traditional tools, to connect with students and parents. Teachers will continue to provide learning opportunities for their students as long as our schools remain closed.

Academic Intervention Services (AIS)

Academic Intervention Services (AIS) will continue to be provided to students identified as needing support in Mathematics and Reading. Math teachers and Reading teachers will create lessons and provide activities to students virtually. Specialists will be in contact with parents in order to meet students’ needs.

Special Education Considerations

The Pupil Personnel Services Department has been working to create a plan for our special education students. Beginning March 30th, students will receive support from their current providers, and all services consistent with their Individualized Education Programs will shift to Distance Learning platforms. The specifics of these services will be communicated directly to parents as we move forward.

We appreciate your understanding that many of the services normally provided will be impacted, as it is unfeasible and unsafe due to the current emergency school closures to provide hands-on or in-person therapeutic services. Our goal is to make Distance Learning accessible to all learners, and we look forward to working collaboratively with families to meet the needs of all students within the Hauppauge School District.

All meetings for CSE, CPSE and annual reviews that were scheduled between March 13th and March 27th will be rescheduled for a future date. All CSE/CPSE meetings scheduled beginning March 30th will be held using a virtual platform. Information regarding 504 meetings will be provided at a later date.

If you have any questions or concerns, please do not hesitate to reach out to:

- bilskir@hauppauge.k12.ny.us | Mrs. Rebecca Bilski, Director
- youngn@hauppauge.k12.ny.us | Ms. Norell Young, Assistant Director
- boruffd@hauppauge.k12.ny.us | Mrs. Deborah Boruff, CPSE Chairperson

Updates on End-of-Year Assessments

Please note: Dr. Probst and Mr. Cook will be in touch with more details about High School Assessments.

NYS 3-8 ELA and Mathematics, NYS Grade 4 and 8 Science NYSESLAT / NYSAA	Cancelled
Regents Examinations	No new guidance from NYS Education Dept.
AP Examinations	https://apcentral.collegeboard.org/about-ap/news-changes/coronavirus-update
IB Examinations	https://www.ibo.org/news/news-about-the-ib/covid-19-coronavirus-updates/

Middle School and High School Grading Plan

It is likely that students and parents in grades 6-12 may have questions about grading during Distance Learning. At this time, we are working to determine a grading plan that will be the most fair to students. The third quarter end-date of April 3, 2020 will be extended. More information regarding quarter end-dates and grading plans will be provided soon.

Distance Learning - Website for Students and Parents

Please [click here](#) to access a website created for Hauppauge parents by Mrs. Brophy. This website includes valuable links, videos and resources related to Distance Learning.

Accessing Classlink / Google Classroom

All students and teachers use Classlink to access Google Classroom and other district software platforms. Kindly [click here](#) to access a quick tutorial video for parents to see how students may access Classlink from home using their Hauppauge username/password.

Direct link: <https://launchpad.classlink.com/hauppauge>

Access to the District "Distance Learning" HELPDESK

We have created a HELPDESK to support students/parents and teachers during this time of Distance Learning. Kindly [click here](#) to submit a technology HELPDESK ticket, and we will do our best to respond in a timely manner.

Access to Chromebooks

We are poised to help Hauppauge families who may not have a computer at home. At this time, we can loan one chromebook per household. If you would like to request a chromebook, kindly [click here](#) to fill out the form. Please note that our focus is on students in grade K-3 and 9-12, as students in grades 4-8 have iPads.

WiFi Options

If you are in a household without Internet Access, kindly [drop us a note here](#), and we will contact you with helpful information.

Further Information

We anticipate parents will have additional questions. Please stay tuned for a follow-up document that will include specific details about a number of pertinent topics.

As always, if you have any questions at all regarding any aspect of our approach, please reach out to your child's teacher, building principal, me or any member of the administrative staff. We are here to help you and, of course, your children during this complex and extraordinary time.

Sincerely,



Dr. Donald B. Murphy
Assistant Superintendent for Curriculum, Instruction and Technology