

PS 166

Back to School Town Hall

September 15, 2020

Agenda

- **Schedules**
 - In school/remote/blended
 - Google Classrooms/student e-mails
 - Instructional Orientation 9/16-9/18
- **Arrival & Dismissal Protocols**
 - Daily Health Checks
 - Transportation Update
- **Safety**
 - Safety Protocols
 - Building Report

Alternative Model 1B - Alternating Wednesdays

Week	Mon.	Tues.	Wed.	Thurs.	Fri.
	Group D (Remote)				
1	Group A	Group A	Group A	Group B	Group B
2	Group A	Group A	Group B	Group B	Group B

Teachers have 2-3 consecutive days in a row with students in Groups A and Groups B.

Both Group A and B have 4 or 5 days break between in school learning.

Schedules

Orientation Days September 16-18

- **Student emails:**
 - **Returning students** will use their PS 166 email addresses from last year. In most cases they were **first initial last name @ ps166.org**
 - **New students** will be given email addresses. In most cases they will be **first name last name @ps166.org**
 - **To set up new accounts:** go to google and open new account with username. The temporary password is the word **password**. Please change it and **TAKE A PHOTO** of the new password. It is extremely difficult for us to reset forgotten passwords. If you do need a reset send an email to ps166emailpasswordreset@ps166.org
 - **Tuesday afternoon**, class lists will be sent out. These lists will contain the classroom ID which is the grade and the room number (i.e. K-101 is kindergarten in room 101) There is one main classroom teacher (or 2 in ICT classes) for identification purposes but that teacher won't necessarily be teaching the children on that list.
 - **On Wednesday morning**, students will receive an email with a link to a zoom and should log on by **8:30 AM**. Once your child attends the remote classroom on Wednesday morning they will learn which teachers will be teaching their In-person, Blended and Remote classes. Please understand that as numbers and preferences change, teacher assignments may change.
- **What will Orientation Days be like?**
 - **During the three Orientation Days (9/16-9/18)**, students will be in a remote classroom with their entire class, (A, B and R cohorts)
 - Morning Meeting
 - Attendance
 - Social Emotional Learning / Community building activities
 - Learn about classroom routines
 - Technology (logging on, how to download, upload assignments, etc.)
 - Supply lists
 - Safety and Covid Protocols (distancing, hand-washing, walking through halls, etc.)

Blended Sample Schedule K -2

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:20	Morning Meeting/ SEL Shared Reading	Morning Meeting/ SEL Shared Reading	Morning Meeting/ SEL Shared Reading	Quick Remote Morning Meeting Social Studies	Quick Remote Morning Meeting Science
9:20 – 10:10	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop
10:10 – 11:00	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop
11:00 - 11:50	Phonics ECAM Centers	Phonics Number Talks	Phonics ECAM Centers or Number Talks	Phonics ECAM Centers	Phonics Number Talks
11:50 - 12:20	Instructional Lunch (30min) (TEACHER LUNCH)	Instructional Lunch (30min) (TEACHER LUNCH)	Instructional Lunch (30min) (TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)
12:20 - 12:40	Movement/ Recess (20min)	Movement/ Recess (20min)	Movement/ Recess (20min)		
12:40 - 1:30	Math Rotations	Math Rotations & Math Journal Task	Math Rotations	Math Rotations	Math Rotations & Math Journal Task
1:30 - 2:00	Read Aloud Dismissal (2pm)	Read Aloud Dismissal (2pm)	Read Aloud Dismissal (2pm)	Read Aloud Dismissal (2pm)	Read Aloud Dismissal (2pm)

Blended Sample Schedule 3-5

	Monday	Tuesday	Wednesday	Thursday	Friday
8:20 – 9:10	Morning Meeting/ SEL & Journal Task	Morning Meeting/ SEL & Journal Task	Morning Meeting/ SEL & Journal Task	Quick Remote Morning Meeting Social Studies	Quick Remote Morning Meeting Science
9:10 – 10:00	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop
10:00 – 10:50	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop
10:50 – 11:40	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks
11:40 – 12:00	Movement/ Recess (20min) (TEACHER LUNCH)	Movement/ Recess (20min) (TEACHER LUNCH)	Movement/ Recess (20min) (TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)
12:00 – 12:30	Instructional Lunch (30min)	Instructional Lunch (30min)	Instructional Lunch (30min)		
12:30 – 1:20	Math Rotations	Math Rotations	Word Study/ Word Work & Math Small Groups	Math Rotations	Math Rotations
1:20 – 1:50	Read Aloud Dismissal (1:50pm)	Read Aloud Dismissal (1:50pm)	Read Aloud Dismissal (1:50pm)	Read Aloud Dismissal (1:50pm)	Read Aloud Dismissal (1:50pm)
2:40 – 3:10	Prep (if you prefer this can be done at home)	Prep (if you prefer this can be done at home)	Prep (if you prefer this can be done at home)	Prep (if you prefer this can be done at home)	Prep (if you prefer this can be done at home)

All-Remote Sample Schedule K-2

	Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:20	Morning Meeting/ SEL Shared Reading	Morning Meeting/SEL Shared Reading	Morning Meeting/SEL Shared Reading	Quick Morning Meeting & Social Studies	Quick Morning Meeting & Science
9:20 – 10:10	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop
10:10 – 11:00	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop
11:00 - 11:20 11:20 - 11:50	(TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)
11:50 - 12:40	Phonics ECAM Centers	Phonics Number Talks	Phonics ECAM Centers or Number Talks	Phonics ECAM Centers	Phonics Number Talks
12:40 - 1:30	Math Rotations	Math Rotations & Math Journal Task	Math Rotations	Math Rotations	Math Rotations & Math Journal Task
1:30 - 2:00	Read Aloud Dismissal (2pm)	Read Aloud Dismissal (2pm)	Read Aloud Dismissal (2pm)	Class Meeting	Class Meeting

All-Remote Sample Schedule 3-5

	Monday	Tuesday	Wednesday	Thursday	Friday
8:20 – 9:10	Morning Meeting/ SEL & Journal Task	Morning Meeting/ SEL & Journal Task	Morning Meeting/ SEL & Journal Task	Quick Morning Meeting & Social Studies	Quick Morning Meeting & Science
9:10 – 10:00	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop	Reading Workshop
10:00 – 10:50	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop	Move To Improve Writing Workshop
10:50 - 11:40	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks	SCREENER Centers & Number Talks
11:40 - 12:00					
12:00 - 12:30	(TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)	(TEACHER LUNCH)
12:30 - 1:20	Math Rotations	Math Rotations	Word Study/ Word Work & Math Small Groups	Math Rotations	Math Rotations

September 2020 2021

Monday September 21, 2020 A	Tuesday September 22, 2020 A	Wednesday September 23, 2020 A	Thursday September 24, 2020 B	Friday September 25, 2020 B
Monday September 28, 2020 **NO SCHOOL YUM KIPPUR**	Tuesday September 29, 2020 A	Wednesday September 30, 2020 B		

October 2020 2021

			Thursday October 1, 2020 B	Friday October 2, 2020 B
Monday October 5, 2020 A	Tuesday October 6, 2020 A	Wednesday October 7, 2020 A	Thursday October 8, 2020 B	Friday October 9, 2020 B
Monday October 12, 2020 **NO SCHOOL Columbus Day**	Tuesday October 13, 2020 A	Wednesday October 14, 2020 B	Thursday October 15, 2020 B	Friday October 16, 2020 B
Monday October 19, 2020 A	Tuesday October 20, 2020 A	Wednesday October 21, 2020 A	Thursday October 22, 2020 B	Friday October 23, 2020 B
Monday October 26, 2020 A	Tuesday October 27, 2020 A	Wednesday October 28, 2020 B	Thursday October 29, 2020 B	Friday October 30, 2020 B

November 2020 2021

Monday, November 2, 2020 A	Tuesday, November 3, 2020 REMOTE FOR ALL - Election Day	Wednesday, November 4, 2020 A	Thursday, November 5, 2020 B	Friday, November 6, 2020 B
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Classrooms and Teachers

- All students are assigned to a class. As always, class labels are designated by the grade and room. That class ID system has not changed.
- Unlike in previous years, the teachers who are assigned to that class may or may not be teaching that class. Some classroom teachers are working remotely so will be teaching only remote classes. Specials teachers will be teaching in classrooms.
- In the event we all return to the building, students will return to the assigned class, with the assigned teacher(s) and specials teachers will return to teaching specials.
- Blended students will have a classroom teacher when they are in the building and a different teacher on their remote days.
- Special Education teachers will support their students in both Blended and Remote classes.

Morning Meeting

Every morning there will be a check-in, whether on an All-remote or Blended schedule

Responsive Classroom produced a Covid- specific Morning Meeting materials that we will be using the first 5 weeks of school. Morning meetings are a way to support our students as it is a predictable time each morning to build community, set the tone for the day, and to merge social, emotional, and academic learning. Students will be able to check in with how they are feeling and establish a sense of belonging. Morning meetings consist of 4 elements: a greeting, a sharing time, an activity, and a morning message.

Attendance for All-Remote Students and Blended students on remote days will be taken at Morning Meeting.

Arrival & Dismissal

School Hours

Kindergarten, 1st and 2nd Grades: 8:30 AM to 2:00 PM

3rd, 4th and 5th Grades: 8:20 AM to 1:50 PM

Locations:

Kindergarten: Kindergarten yard, west of school building

First Grade: Big yard gate, east of school building

Second Grade: Blue doors, main entrance

Third Grade: Blue doors, main entrance

Fourth Grade: Big yard gate, east of school building

Fifth Grade: Kindergarten yard, west of school building

Arrival & Dismissal

- Staggered times and different locations to adhere to social distancing
- No early drop off
- No indoor lineup – locations are the same rain or shine
- Grab & Go breakfasts will be available for children who want them and eaten in the classroom
- No afterschool programs allowed in school – students must be picked up promptly at their dismissal time
- Parents/caregivers must present ID to the teacher until the teacher is familiar with them
- Parents/caregivers arriving early must wait on the sidewalk across the street until their child's arrival/dismissal time
 - Parents/caregivers of 3rd, 4th and 5th graders must quickly leave after picking up/dropping off children to make way for the next arrival/dismissal.
- Students will be given wristbands on their first day they are in school and must wear them every day they are in school so we can quickly confirm they are here on the right day. We know it will be confusing at first, especially on Wednesdays.
 - Cohort A – green wristband
 - Cohort B – orange wristband
- Temperature checks will take place at arrival. Parents must wait nearby (across the street) until their child has been checked. Any child with a temp of 100 degrees or higher, cannot be admitted and must be taken home

Dismissal

- **Kindergarten:** Teachers will dismiss from classroom doors in the kindergarten yard. At 2:00 PM, one parent/caregiver for each child will enter the kindergarten yard and proceed to the marked area near the child's classroom door. We will have signs posted. Parents must take care to stand 6 feet apart from one another while picking up.
- **Grade 1:** At 2:00 PM, teachers will bring students to the big yard. One at a time, classes will be dismissed from the main gate. Parents should wait on the sidewalk in front of the yard, behind the gate, by their designated area.
- **Grade 2:** At 2:00 PM, teachers will bring the students out of the main blue doors. One at a time, classes will be dismissed from the blue doors. Parents should wait across the street until their child is called and then will meet the teacher at the door.
- **Grade 3:** At 1:50 PM, teachers will bring the students out of the main blue doors. One at a time, classes will be dismissed from the blue doors. Parents should wait across the street until their child is called and then will meet the teacher at the door.
- **Grade 4:** At 1:50 PM, teachers will bring students to the big yard. One at a time, classes will be dismissed from the main gate. Parents should wait on the sidewalk in front of the yard, behind the gate, by their designated area.
- **Grade 5:** At 1:50 PM, teachers will bring students into the kindergarten yard. One by one, classes will be called to the gate. Parents should wait on the sidewalk below the steps until each class is called and then will meet the teacher at the gate.

VERY IMPORTANT (Parents, please share this information with your caregivers.)

We ask that there be absolutely no lingering to chat with the teacher or other parents as we have to keep all areas from crowding.

Children must be picked up promptly. There is no wiggle room as we are no longer allowed to group late-pick-ups in the main office. Students picked up late more than once or twice, will have to switch to All-Remote learning.

Transportation

- The DOE announced last week that there will be bus service for students who are eligible.
- As of today, we do not know how bus service will work with regards to our staggered schedule. We will establish a holding area for students who arrive before their arrival time. We will communicate more information as we learn it this week.
- We do know that students will wear masks and social distance on the bus but we do not know if that will significantly change the number of buses and schedules.
- Students who do not have a face covering when attempting to board a bus will be provided a face covering upon entering the bus. In the event that a child does not have a face covering when attempting to board a bus, protective face coverings will be available for distribution at the bus door inside the bus.
- Parents of returning bus students should be prepared for changes from last year.
- Parents of new students who would like to request bus service should email dmarkewich@schools.nyc.gov and state your child's name and your home address.
- We suggest that new students wait a few days before taking the bus, until details can be worked out.
- Some parents have been able to see their child's bus information on their NYC schools account. New parents have not set up accounts. We should be able to access information this week to share with new parents who request bus service.

Transportation Eligibility

Grade Level	Distance Code A: Less than 0.5 mile	Distance Code B: 0.5 mile or more, but less than 1 mile	Distance Code C: 1 mile or more, but less than 1.5 miles	Distance Code D: 1.5 miles or more
Grades Kindergarten, 1, and 2	Not Eligible	School Bus or MetroCard	School Bus or MetroCard	School Bus or MetroCard
Grades 3-6	Not Eligible	MetroCard only	School Bus or MetroCard	School Bus or MetroCard

Covid Safety Protocols

- Parents will be required to take their child's temperature at home. If the child has a temperature he/she must stay home.
- During morning line-up, random temperature checks will take place. Parents are asked to remain close to the building (but across the street) in the event their child has a temperature and will need to stay home.
- All staff and students must wear a mask at all times (except while eating). The DOE has pledged to provide masks to students who do not have their own. Scarves, bandanas and gaiters are not acceptable face coverings.
- Desks will be positioned 6 feet apart.
- Students must remain 6 feet apart when lining up for arrival and dismissal and when walking in hallways.
- Safety protocols including hand washing, sanitizing and social distancing will be reviewed with students daily.
- Fire Drills will be staggered by grade so students can exit the building quickly while staying 6 feet apart in line.
- Building surfaces will be sanitized every night by the custodial staff.

We encourage all families to get tested before sending their children to school. Though DOE does not require this, free testing is available to all nyc residents at locations across the city and anyone can choose to get tested. Below is the link to the city health department websites with information about locations.

<https://www1.nyc.gov/site/coronavirus/get-tested/covid-19-testing.page>

Conclusion of Investigation	During Investigation (for at least 24 hours)	After Investigation
One confirmed case	Close classroom, transition to remote learning	Classroom remains closed for 14 days; Students and staff in close contact with positive case quarantine for 14 days
At least two cases linked together in school, same classroom	Close classroom, transition to remote learning	Classroom remains closed for 14 days; Students and staff in close contact with positive case quarantine for 14 days
At least two cases linked together in school, different classrooms	Close school building, transition to remote learning	Classrooms of each case remain closed and quarantined for 14 days Additional school members are quarantined based on where the exposure was in the school (e.g., the locker room)
At least two cases linked together by circumstances outside of school (e.g., acquired infection by different setting and source)	Close school building, transition to remote learning	School opens after investigation; Classrooms remain closed for 14 days
At least two cases linked together in school, same classroom	Close classroom, transition to remote learning	Classroom remains closed for 14 days; Students and staff in close contact with positive case quarantine for 14 days
Link unable to be determined	Close school building, transition to remote learning	Close school for 14 days

Building Safety

- The DOE has inspected all rooms in the building. All rooms used as classrooms have passed inspection to open.
- The few offices that did not, will not be used until repaired.
- All classrooms have windows that can be opened.
- All classrooms have at least one of the required ventilation systems.

FAQS

Returning parents may know a lot of the following but we have a lot of new families who may not.

Is there a calendar for the school year?

The DOE calendar for the 20-21 is posted on our website and on the DOE website.

When is the first day of school?

Students will begin remote orientation with teachers on September 16. School will begin on September 21. We begin with Week 1 on September 21st. Week 1 will be AAABB. The following week, Week 2, will be AABBB, and so on.

What ELA and math curriculum does PS 166 use?

We are a TCRWP (Teachers College Reading and Writing Program) school. Our staff developers from TC work with our teachers. For math, we have our own consultant Nicola Godwin, who develops our curriculum and works with our teachers regularly throughout the year.

Do you have Special Education Classes?

We have one ICT (Integrated Co-Teaching) class on every grade level, which is comprised of general education and special education students. Students with IEPs will receive all services on their IEPs either remotely or in person.

FAQS (CONTINUED)

Do you still have a G&T program?

We still have a G&T program with 2 G&T classes on each grade. Students in Blended classes will be in their designated G&T classroom. Students in Remote-Only classes will be in a remote classroom that may be made up of G&T and General Education students, depending on numbers.

Where will the students eat lunch?

For this school year, students will eat lunch in their classrooms. They can bring lunch from home or have school lunch, which will be a bagged lunch. School lunch is free for all students.

Is breakfast available?

Free grab and go bagged breakfasts to be eaten in the classroom will be available to any student who wants one.

Is PS 166 a nut-free school?

PS 166 is not a nut free school. Teachers will keep a list of all student allergies. We suggest that children with food allergies also send a note to the teacher on the first day they are in school.

Who supervises children during lunch?

A PS 166 staff member will supervise children while they eat lunch and provide instruction or enrichment.

FAQS (CONTINUED)

Will students will be going outdoors?

Our goal is to have children spend time outside, following all safety and distancing protocols.

Will my child receive a student metrocard?

Students who have chosen Blended Learning will receive metrocards OR yellow bus service, if eligible by distance guidelines.. Parents can always choose a metrocard instead of bus service. Metrocards are usually sent home from school during the first week.

Is there a list of school supplies?

Supply lists for each grade will be posted in remote classrooms during Orientation.

When will we know our child's class and teacher?

Class numbers will be posted via Special Announcement Tuesday afternoon, September 15th.

Who do I tell if my child will be absent?

Please email attendance@ps166.org to report all absences.

Communication

- **Weekly Newsletter and Special Announcements**
 - During the school year the Weekly Newsletter is emailed every Friday to PS 166 parents and contains important information about school, principal's messages and DOE events.
 - At least one parent per child is subscribed to the Newsletter after pre-registration. Any parent can subscribe at this link: <http://eepurl.com/diu415>
 - School Website www.ps166.org is our school website
- Teachers will communicate with parents through their communication folder and Google classroom posts.
- Parents can communicate with teachers during office hours or via email. Blended students will also have a communication folder for homework or other communication from school.
 - Grades K-2 Teacher Office Hours: 2:00-2:20 PM
 - Grade 3-5 Teacher office Hours: 1:50 PM- 2:10 PM
- Parents of Blended students must fill out new Blue Emergency cards. They will be sent home on their first day in school and should be returned the following day.

NYC Student Accounts

- All parents are encouraged to set up their child's NYC Student Accounts to see report card grades, attendance, bus information, etc.
- The DOE has set up the accounts so that parents must receive an individual activation code from the school. Because they are individual, they are printed and sent home with new students the first week of school every year. This year, we will send them home with students who come to school for Blended learning. Remote-only parents will receive them by emails but it may take some time so please be patient.
- For returning parents: Last March before we left the building, all parents who had not yet opened accounts, were again given activation codes and advised to open accounts.