



Lafayette Academy

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Brian Zager, Principal



Dear Parents, Guardians and Students,

Keeping our students and families safe, healthy, and informed as the situation surrounding the COVID-19 virus evolves is our priority. We understand that this transition to remote learning will have a significant impact on our students, families, and community stakeholders. We want to acknowledge the very real feelings surrounding this, support one another by checking in, and, to the greatest degree possible, create community in our remote learning spaces.

Over the coming weeks Lafayette Academy will be transitioning to instruction mainly through the google classroom interface. **Starting this coming Monday, March 23**, all classes will be posting daily classwork by 9:00am. Each class will have a **daily classwork participation assignment due by the end of the day, to the extent possible**. This assignment will count as attendance and a classwork participation grade to be posted on Jupiter Ed. In addition to daily classwork participation grades, students will have longer forms of weekly assignments that will be due at each teacher's discretion.

To the extent possible, we ask that all students and families are proactive and display a willingness to take changes and learn. To the best of their ability, students should complete **daily participation** activities in all of their classes **no later than 3:00pm**. We expect that all students participate in check-ins, discussions and the provided office hours with their respective teachers. Attached you will find a copy of a daily schedule for students and times when teachers are made available for office hours.

We also ask that families continue to support students in being successful by establishing routines and habits that support their success in remote learning. Examples of this can be: designating a "workstation," creating a daily schedule, and notifying teachers and administrators of any questions or concerns. Although we are going remote, we still expect our students to adhere to the school rules and conduct for appropriate behavior.

We recognize that this is a difficult and ever changing situation and will do our best to keep you all as up to date as possible.

Please understand that as teachers, administrators, and parents we are in uncharted territory and this situation is new to us all. As we progress with this process we ask for your patience as our teachers and students adjust to our remote learning process.

Teachers Office Hours

Monday/Wednesday:

9:00 am- 10:30 am - Math department teachers will be available via google classroom to discuss any ongoing assignments

10:30 am - 12:00 pm - Science department teachers will be available via google classroom to discuss any ongoing assignments

12:00 pm - 1:00 pm - ELA, Social Studies, French, and P.E. teachers will be available via google classroom to discuss any ongoing assignments

1:00 pm- 2:30 pm - Electives: Art and Music teachers will be available via google classroom to discuss any ongoing assignments

Tuesday/Thursday:

9:00 am- 10:30 am - ELA department teachers will be available via google classroom to discuss any ongoing assignments

10:30 am - 12:00 pm - Social Studies department teachers will be available via google classroom to discuss any ongoing assignments

12:00 pm - 1:00 pm - Math, Science, Art, and Music teachers will be available via google classroom to discuss any ongoing assignments

1:00 pm- 2:30 pm - Electives: French and P.E. teachers will be available via google classroom to discuss any ongoing assignments

Friday:

9:00 am- 10:30 am - ELA department teachers will be available via google classroom to discuss any ongoing assignments

10:30 am - 12:00 pm - Math department teachers will be available via google classroom to discuss any ongoing assignments

12:00 pm - 1:00 pm - Science and Social Studies department team meetings will be available via google classroom to discuss any ongoing assignments

1:00 pm- 2:30 pm - Special Education department will be available via google classroom to discuss any ongoing assignments

Daily Student Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
9:00am	<u>Daily Assignments Posted in Google Classroom</u> You have <u>until 3pm</u> to finish all your daily assignments!	<u>Daily Assignments Posted in Google Classroom</u> You have <u>until 3pm</u> to finish all your daily assignments!	<u>Daily Assignments Posted in Google Classroom</u> You have <u>until 3pm</u> to finish all your daily assignments!	<u>Daily Assignments Posted in Google Classroom</u> You have <u>until 3pm</u> to finish all your daily assignments!	<u>Daily Assignments Posted in Google Classroom</u> You have <u>until 3pm</u> to finish all your daily assignments!
9:00am - 10:30am	Math Office Hours If you have questions for your math teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	ELA Office Hours If you have questions for your ELA teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	Math Office Hours If you have questions for your math teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	ELA Office Hours If you have questions for your ELA teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	ELA Office Hours If you have questions for your ELA teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.
10:30am - 12:00	Science Office Hours If you have questions for your science teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	Social Studies Office Hours If you have questions for your social studies teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	Science Office Hours If you have questions for your science teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	Social Studies Office Hours If you have questions for your social studies teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.	Math Office Hours If you have questions for your math teacher, you can contact them through google classroom If not, just continue to work on your daily assignments.
12:00pm - 1:00pm	ELA + Social Studies + French + PE Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments.	Math + Science + Art + Music Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments.	ELA + Social Studies + French + PE Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments.	Math + Science + Art + Music Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments.	Science + Social Studies Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments.
1:00pm - 2:30pm	Art and Music Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments	French and P.E. Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments	Art and Music Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments	French and P.E. Office Hours If you have questions for these teachers, you can contact them through google classroom If not, just continue to work on your daily assignments	Student Independent Work Time Or SETSS Office Hours Use this time to finish any daily assignments or long term assignments that will be due
3:00pm	<u>Daily Assignments are Due for all classes</u>	<u>Daily Assignments are Due for all classes</u>	<u>Daily Assignments are Due for all classes</u>	<u>Daily Assignments are Due for all classes</u>	<u>Daily Assignments are Due for all classes</u>

If any students/families would like/need to apply to receive additional technology, please see the survey below.

<https://coronavirus.schools.nyc/RemoteLearningDevices>

Things will be a little shaky to start off with, we are starting a new adventure on uncharted territory. Mistakes will be made, teachers and students will run into some confusion at some point, we will persevere. We are a family, a community, and together we will continue to educate our children. They are our future and we will not let this set us back. We're here for you if you need us!

Sincerely,

Brian Zager
Principal
Lafayette Academy

"Never lose hope. Storms make people stronger and never last forever."