

NEW MILFORD PUBLIC SCHOOLS

Office of the Superintendent

50 East Street

New Milford, Connecticut 06776

(860) 355-8406 FAX (860) 210-4132



Dr. Paul Smotas
Interim Superintendent of Schools

September 25, 2020

Dear Parents, Guardians and Staff:

Thanks to the efforts of all of you, we had our second consecutive full week of hybrid learning. We also started our first week of synchronous teaching and learning to rave reviews.

With each step that we take in our reopening plan, we get closer to bringing students back to school on a full-time basis. I will be reviewing our enrollment figures next week, along with our building capacity, to see if and when we can reopen given the CDC and DPH guidelines for social distancing. Stay tuned!

I'd like to recognize all of the hard work of our school nurses. They are our "first responders" who are trained to identify COVID symptomatic students and/or staff which helps us keep our schools open and everyone safe. Bravo! Thank you! Muchas gracias!

Also, I want to remind all of you that when we have Monday holidays, all schools are still closed on Wednesdays for remote learning, with the exception of New Milford High School. With this Monday's holiday, New Milford High School will be open for in person learning on Wednesday, September 30 for Cohort Green.

Stay positive, test negative, and please read the attached letter from Assistant Superintendent Alisha DiCorpo regarding attendance.

Sincerely,

A handwritten signature in blue ink that reads "Paul Smotas".

Dr. Paul Smotas
Interim Superintendent of Schools

Remember that New Milford Public Schools is offering FREE Lunch and FREE Breakfast for all students in grades PreK-12 AND to ANY New Milford resident 18 years and under, until December 31, 2020 or until otherwise noted. Please note this applies to ALL New Milford families regardless of current paid, free or reduced lunch status. We will continue to serve our scheduled lunch and breakfast menu, both in school and through the "Curbside Meals" pickup program. Register weekly for Curbside meals here: www.newmilfordps.org/curbsidemeals.



NEW MILFORD PUBLIC SCHOOLS
Office of the Assistant Superintendent
50 East Street
New Milford, Connecticut 06776
(860) 354-3235 FAX (860) 210-2643

Ms. Alisha DiCorpo
Assistant Superintendent of Schools

September 25, 2020

Recently, the state issued several documents to districts regarding capturing attendance in schools for both remote instruction as well as in-person instruction. The district is required to take attendance for all students enrolled in grades Kindergarten through grade twelve and in the manner described in Addendum 14 from the Connecticut Department of Education: <https://portal.ct.gov/-/media/SDE/COVID-19/Addendum-14-Supporting-Student-Attendance.pdf>

Therefore, the following process will take place to capture daily attendance in New Milford Public Schools:

1. Attendance in school will take place twice a day for attendance calls - once for in-person students and once for remote learners. Period by period attendance will continue to be taken at the Middle School and High School.
2. Attendance will also be taken on Wednesdays when all students are in remote learning.
3. For days when the district has to be in **full remote learning**, attendance will be taken in the same way that it is for remote learners when school is in session.
4. Please follow the guidance in your child's handbook regarding excused and unexcused absences as the guidance continues to apply to in-person and remote attendance.

In-Person Attendance: (This follows our normal attendance procedure)

- Attendance will be taken at 8:55am at all Elementary School locations, beginning at 7:45am at the Middle School and High School and captured period by period up to no less than 4 hours.
- Parents/Guardians will receive a district phone call alerting them that their child(ren) is/are absent from school no later than 10:00am
- If an in-person student is home due to an illness and has notified the main office of the school, they can participate as a remote learner (follow expectations below)

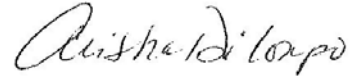
Remote Learner Attendance:

(For Temporary Remote Students and Hybrid students on days students are not in school physically)

- Attendance will be analyzed and processed by 3:30pm for the Elementary Schools and by 2:40pm for the Middle School and High School
 - Students will be considered in attendance if they participate and engage in one or more of the following activities:
 - Synchronous virtual meetings with students visible on camera
 - Assignments submission/completion of **daily in class assignments** are due by 3:00pm at K-5 and by 2:15pm for grades 6-12
 - All participation must add up to **no less than four hours daily** in order to be counted as a school day
 - Teachers will gather information from the day and will share attendance with the main office who will launch the afternoon attendance calls to parents and guardians
- Parents/Guardians will receive notification from the district that their remote learner was not in session, for no less than four hours, no later than 4:30pm at the Elementary Schools and by 3:15pm at the Middle School and the High School.
- Parents/guardians can reach out to the main office of the school, the following day with attendance questions.

Should you have any questions regarding attendance in your child's school, please reach out directly to your child's principal.

Sincerely,

A handwritten signature in cursive script that reads "Alisha DiCorpo".

Alisha DiCorpo