

The Lillian Weber School PS 84M

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Remote Learning ROAR Expectations

Dear PS84 Parents/Guardians,

As we do our best to support the students of PS 84 with online instructional opportunities I need to inform you about the tools we use and some cautions I have for you.

We are using a few new online tools. Please be aware of the following:

- Our use of video conferencing is new. We are using Google Meet. We need your help to ensure these tools are being used appropriately by students:
 - Parents/guardians should be mindful of what family activities would potentially be heard/seen during the students' use of video conferencing. This is a great tool to keep students connected, but please have your child use these tools somewhere near enough where you can monitor, yet private enough to concentrate on his/her work. Also, we are asking that parents make certain that your child's device is muted while the teacher is speaking.
 - Please have students dress appropriately when video conferencing and make sure that there are no distracting materials or backgrounds.
 - Recording conference sessions: We encourage teachers to record non-confidential video conferencing sessions and post them for students who cannot attend the live session. There may be some sessions a faculty member may want to record about specific instructional group activities. We want and need our faculty to be efficient and effective when covering material or providing reinforcement. Therefore, here are some guidelines about recordings:
 - These recordings will not be publicly available, only shared within Edmodo or within the PS84 Google domain that requires a network account.

- Faculty will announce their intention to record the session giving students/parents/guardians the opportunity to turn off their camera and/or microphone if privacy is of concern.
 - Students/parents/guardians, should not take photos, screenshots, record any video, or audio, from these conference sessions. You do not have permissions to do so and it is a violation of our Responsible Use Guidelines
- The tools we use are vetted by our faculty and administrators for data privacy and safety. We will be adding new tools as needed and are mindful of this important aspect.
 - Please have social media and video conferencing devices charged and secured somewhere safe during sleeping hours.
 - Lastly, the same rules of conduct and behavior will apply as apply in the classroom. [The NYC DOE Guidelines on Remote Learning](#) offer tips that can help promote a positive experience for you and your child.
 - If you have questions or concerns about your student's use of online tools, please contact your child's teacher.

We appreciate your support during this challenging time and we are working very hard to keep our students engaged and supported. Please take a moment to thank your student's teachers—they are working harder/longer hours than they would if the school were in session. We miss the sounds of students in the hallways and look forward to eventually returning to school.

Sincerely,

PS 84 Instructional Leadership Team