

**MINUTES**  
**Community District Education Council 30**  
**Virtual Calendar Meeting**  
**September 15, 2020**

The September Virtual Calendar Meeting of Community District Education Council 30 was held on Tuesday, September 15, 2020, via the Zoom platform.

Deborah Alexander, Co-President, called the Calendar Meeting to order at 6:34PM.

Ms. Alexander explained the format of the meeting.

**Roll Call**

Shannon Lee, Secretary, conducted roll call for the Calendar Meeting.

Present:

Deborah Alexander  
Roberto Cruz  
Jonathan Greenberg  
Ka-Trina Harris  
Fatima Lakrafl  
Shannon Lee  
Amina Maiza  
Dani Marr  
Nuala O'Doherty  
Chuck Park  
Scott Sharinn

**Ms. Alexander introduced the new members appointed by the Borough President: Dani Marr and Chuck Park.**

**Community Superintendent Dr. Philip A. Composto's Supervisory Appointment Announcement:  
Sonita Ramkishun, Principal Q300**

Speakers in support of the appointment included CDEC Co-President Deborah Alexander, Staff and parents from the Q300 community.

**Presentation: Department of School Climate and Wellness**

Kate Jedrlnic, Chief of Staff Division of School Climate and Wellness, explained that the department has six offices: Safety and Youth Development, School Health, Public Schools Athletic League, School Wellness Policies, Equity and Access, and Community Schools. These offices provide additional support to help a child not only academically but also develop social emotional, mental and physical health.

Dr. Composto stated that Ms. Jedrlnic was instrumental in setting up the situation room. There are now stricter vaccination requirements established by the State. Parent consent is required for covid testing and vaccination.

Mr. Park reported that the NYS Department of Health will be a great resource for parents once the Covid numbers are published.

Mr. Greenberg expressed concern about the budget for community schools being cut. The DOE is working with City Council to restore some funding but there is a lot of uncertainty.

It is recommended that parents should be permitted to be with their child when being tested for Covid.

Dr. Composto reported that all schools are prepared to address the social emotional needs of the students.

Dr. Composto stated that additional remote teachers are needed. District 30 requested 543 additional

teachers: Math, Dual Language, G&T, ELL and Special Education. Teachers need the correct license. Ms. Alexander asked if the DOE is tracking with the State those who return from out of state. Ms. Jedrlnic stated that people returning to the state are expected to quarantine for 14 days.

**Dr. Philip A. Composto, Community Superintendent's Report:**

The Superintendent's report follows the minutes.

Mr. Greenberg stated that 800 schools citywide requested outdoor learning space and would like to know what are the plans for District 30. Dr. Composto stated that he is waiting to the report from the DOE.

Ms. O'Doherty thanked the kitchen staff for preparing and serving the meals throughout the pandemic.

Mr. Park asked about where parents can get information about the NYCSA account. Dr. Composto recommended that they call the school.

Mr. Greenberg stated that there was the assumption that Learning Bridges was for all, not just blended learning students.

**Resolution #146 to Demand Expanded Internet Service for All New York City Families**

Jonathan Greenberg wrote the resolution and read the resolution. Mr. Park asked about the Master Plan which involves public and private partnerships. There was no public comment. Ms. Alexander made a motion to adopt Resolution #146. Mr. Cruz seconded.

Deborah Alexander	In Favor
Roberto Cruz	In Favor
Jonathan Greenberg	In Favor
Ka-Trina Harris	In Favor
Fatima Lakrafla	In Favor
Shannon Lee	In Favor
Amina Maiza	In Favor
Dani Marr	In Favor
Nuala O'Doherty	In Favor
Chuck Park	In Favor
Scott Sharinn	In Favor

Resolution passed unanimously.

**Public Agenda and Speaking Time**

Meghan Cirrito from Assembly member Cathy Nolan's Office: They are hearing that schools need to purchase devices for students. What other avenues can be explored? Dr. Composto has asked NYC Kids Rise if they can help. He will look into the mechanism to provide funds for equipment. Dr. Composto will provide information on equipment needed.

Kathleen Essay asked if parents purchase a device for their child can they have a DOE configuration to limit access and because of privacy concerns. Also, there is a huge addictive factor to computers and parents should be given guidance.

## **Adjournment**

There being no further business Scott Sharinn made a motion to adjourn the meeting. Amina Maiza seconded. All in favor. Motion was passed unanimously. The meeting adjourned at 8:46PM.

Respectfully submitted,

*Shannon Lee.*

Shannon Lee  
Secretary

The recording of this meeting is available on the Council's website [cec30.org](http://cec30.org)

## **Superintendent's Report**

### **Community District Education Council CDEC30 Meeting**

#### **In support of the Framework for Great Schools under Supportive Environment**

Dr. Philip A. Composto - Welcome to the 2020-2021 School Year

#### Important Dates

Tuesday, September 8, 2020

- **School staff report to schools**

Wednesday, September 16, Thursday, September 17, and Friday September 18, 2020

- **Instructional Orientation**
- All students will
  - Reconnect to their school community
  - Learn the health and safety procedures
  - Check technical connectivity
  - Have wellness checks with their teachers and guidance staff

#### **Monday, September 21, 2020**

- **All schools will begin full-day teaching and learning**
- All schools will begin full-day teaching and learning
  - Students in blended learning (combination of in-person and remote) will begin to report to buildings, depending on their in-person schedule
  - Students in 100% remote learning will all begin full-day learning
- **Newly Appointed Principal** – Ms. Sonita Ramkishun, Principal Q300
- **2020-2021 School Year Calendar** – (Please see a copy at end of report) and on the following links [2020-2021 school year calendar](#), [DOE family-facing website here](#).
- D30 Learning Preferences – please see the attached.
- **Respect for All Schools**

The following schools have been awarded the honorable distinction as a Respect For All School winner for school year 2020 and to serve as an exemplar for other schools in the district, for this school year, 2020-2021: PS11, PS70, PS85, PS92, PS234, and PS280. Congratulations!

- **CAPPING**

### **Cap & Overflow (Zoned Elementary & Middle School Programs Only)**

#### **Right to Return for Fall 2020**

For zoned students who had previously been capped and overflowed, the process to inform families of their ability to return to their zoned school remains the same.

If schools are able to offer previously overflowed students seats for Fall 2020 because they expect to have seats available based on section contractual max, they may do so, contacting families in the order in which they were overflowed.

#### **Pre-Capping for 2020-2021**

This year, we will not be issuing pre-capping letters.

- In previous years, pre-capping was used for schools with large zoned waitlists in kindergarten (e.g. 60 kids on zoned waitlist) and in very few middle school programs that had many zoned students.
- For Middle School, enrollment data continues to settle. We expect enrollment data to more accurately reflect actual enrollment closer to the beginning of the school year and into September.
- Schools should not issue their own pre-capping letters.

#### **Cap & Overflow for 2020-2021**

Beginning the week of September 8, elementary and middle schools may begin submitting capping requests for grades K – 8 to their Director of Operations for review and approval.

- Capping requests will be reviewed carefully and approved based on full school capacity, as the school scheduling models that schools employ account for daily building capacity constraints due to social distancing.
- Note that Students with Disabilities cannot be capped and overflowed prior to a school completing a CORE checklist.
- Once reviewed and if approved, the Cap & Overflow tracker will be updated by your Director of Operations to include the overflow site. Family Welcome Centers will use the information in the Cap & Overflow tracker to support the placement of new zoned students who need to be overflowed in the following ways:
- The Family Welcome Center will inform the family that they are being overflowed to a new site due to limited space at their zoned school.
  - If an overflow site has already been identified: The Family Welcome Center will place a newly arriving student on register for their zoned school first, then place the student on register for the overflow school site the next day. This will ensure that the student is placed on register in the zoned school without the need for the family to visit the zoned school. This will ensure the student is captured as having the right to return to the zoned school if a seat becomes available. The FWC will inform the family that due to space limitations, the student will be overflowed to a new site (based on the site identified by Directors of Operations in the Cap & Overflow tracker). The FWC will also inform the family of their right to return to the school if/when space is available, and that the zoned school would contact them directly should seats open up.
- If an overflow site has not yet been identified: The Family Welcome Center will place the student on the zoned school's register, and the zoned school is expected to serve the student until an overflow site has been identified.
  - Once the Operations Directors have identified an overflow site, the zoned school will inform the family of the overflow site and support the student's family with the transition to the new school.

- If a student goes directly to their zoned school and it is capped as approved by their Director of Operations, the school should follow the normal overflow procedures, which includes the following:
  - Register the student in ATS to ensure the student is captured as having the right to return.
  - Inform the family that the school is capped and the student cannot be accommodated at this time.
  - Explain that the student has the right to return to the school if a seat opens up at the school, and that the school will contact the family directly if that should occur.
  - Provide information about the overflow school site, including location.
  - We ask that, as a courtesy, that the capped school contact the overflow school site to let them know that a family is being overflowed to their school – in addition to providing the family with the Cap & Overflow family letter.

- **Guidance on Reporting Confirmed and Self-Reported Cases of COVID-19**

The DOE has partnered with the NYC Department of Health and Mental Hygiene (DOHMH) and the NYC Test + Trace Corps (T2) to create the School Reopening Situation Room (“Situation Room”), which will launch on September 14. Starting Monday, principals can call the Situation Room with any cases where their staff or students have self-reported a positive test of COVID-19 in their school communities.

The following will explain how the Situation Room will handle COVID-19 cases that arise in school communities and support principals in communicating with families, students, and staff.

***What is the COVID Response Situation Room?***

- The Situation Room is a multi-agency partnership to support a swift, organized response to positive COVID-19 cases among students and staff in DOE schools during the 2020-2021 school year.
- It will facilitate a multi-agency response to any COVID-19 related incidents at all New York City public schools, ensuring that the appropriate interventions take place while effectively and quickly communicating updates to our school communities.
- Staffing in the situation room is a multi-agency effort, including DOE, DOHMH, and T2.

***What does the Situation Room do? How does it help me as a principal?***

- The Situation Room is a “one-stop shop” for handling COVID-19 cases in schools. It is designed to support you by providing all essential assistance you will need for a potential or confirmed case, including verifying cases and providing communications for you to share with your school community.

***When should I contact the Situation Room?***

- The Situation Room will begin operations on Monday, September 14 at 5:30am.
- The Situation Room serves as your primary contact any time a COVID-19 related incident arises in your school involving students or staff, including but not limited to:
  - A notice of a positive test result for a staff member or student
  - A student or staff member reporting COVID-19 symptoms or sent home with COVID-19 symptoms
- When in doubt **always** contact the Situation Room with alerts or questions related to COVID-19.

***How do I contact the Situation Room? What are their hours?***

- Principals can contact the Situation Room via phone (**212-393-2780**) or email (**rts@buildings.nyc.gov**)

- The Situation Room's current operating hours are:
  - Monday thru Friday: 5:30am to 9:30pm
  - Sunday: 11:00am to 9:30pm
  - For overnight hours, a voicemail box will receive messages, which will be responded to once the Situation Room reopens the following day
  - All cases called in will receive a response

***What happens when you call the Situation Room?***

You will speak with a staffer who will ask you specific questions about the COVID case or event in your school, including information about the student or staff member, last known location in the school, and possible close contacts.

***How long will confirmation of a self-reported positive test result take?***

Some case confirmations are able to happen immediately. Others may take up to 3 hours from the time you call in to verify a positive case. For non-NYC residents, the turnaround time will be greater as we will be working to confirm positive cases with other County and State Health Departments.

***How will you and your school community be notified when a case arises?***

Principals or your designees will receive a call from a staff member once a verification is made, regardless of the status of the test results. For co-located buildings, notification will also be shared with the other principals in the building for awareness.

As a reminder, a confirmed case in a school will automatically result in the affected class(es) quarantining for 14 days. Similarly, two or more confirmed cases in different classes in a building within 7 days will trigger a building closure for at least an initial 24-hour period for an investigation. If any of these actions are triggered, you will receive letters to immediately share with your school community. Families in your building who have signed up for an NYC Schools Account (NYCSA) will also receive an automatically generated text and/or email with this information.

In addition to closure letters, the Situation Room will be providing principals with other pre-approved letters to share with your school community

If principals or their staff receive notification of a self-reported or confirmed case of COVID-19 in their school community between now and September 14, please contact your superintendent directly to discuss potential communication with staff, families and additional next steps. Please note that the DOE is in the process of updating the COVID-19 School Health Policy to reflect updated Situation Room procedures for reporting confirmed and self-reported cases. In the meantime, please see the policy attached and below.

- **COVID-19 SCHOOL HEALTH POLICY**

The COVID-19 School Health & Safety Policy, developed collaboratively with unions, the Department of Health and Mental Hygiene (DOHMH), and NYC Test + Trace Corp.

This policy provides guidance for schools regarding:

- Thresholds for school opening and closure during the COVID-19 pandemic,
- Daily health screenings for students and school-based staff,
- The establishment of an Isolation Room
- What to do if a student or staff member shows signs of COVID-19 while in a school,
- What to do if there is a confirmed positive case of COVID-19 of someone in a school, and
- COVID-19 testing scenarios for staff.

You will find a copy of the policy in the attached email or at the following link:

## COVID-19 School Health Policy

- **VENTILATION**

The results of your child's school building ventilation survey will be posted on the individual school page on our website, on the Overview tab, under Building Ventilation Information. The report is a snapshot of the results of inspections on ventilation systems performed in school spaces over the past few weeks.

- Use Find a School to get your school page and see the report.

### **Instructional Guidance Update**

September 4, 2020: Instructional Guidance Update for Families

### **Regional Enrichment Centers**

Regional Enrichment Centers (RECs) will be closing after Friday, September 11. At this time, we are no longer enrolling new students.

### **P-EBT**

The parents/guardians of eligible children who did not receive their P-EBT food benefits on a SNAP, TA (cash) or Medicaid card will receive a P-EBT food benefits card in the mail. A card will be sent for each eligible child by the end of September. These cards will be mailed in each school-aged child's name and address on file with the school, not a parent's or guardian's name. If you have still not received your card or benefits on any of the other cards listed above please provide us with the child's full name, birth dates, and the account or case # for each (if known, otherwise provide address). This will allow us to request replacement cards if necessary. If you need to change the address or are unsure if your child received free or reduced cost lunch, contact the school.

Assuming no issues with postal mail deliveries, everyone's cards will be mailed out by the end of September. Returned/Undeliverable Mail will be dealt with after that.

If you have any questions about P-EBT food benefits, please send an email to this address: [otda.sm.eisp.PEBT@otda.ny.gov](mailto:otda.sm.eisp.PEBT@otda.ny.gov) or call the P-EBT Food Benefits Helpline 833-452-0096.

### **Meal Update**

#### **Current to September 16th**

- Meals can be picked up at all Meal Hubs 7:30 am to 1:30 pm, Monday through Friday.
- Meals Hubs will operate for children and families from 7:30 am to 11:30 am, and for adults from 11:30 am to 1:30 pm
  - No one will be turned away at any time
  - All adults and children can pick up multiple meals at one time
  - Vegetarian and halal options available at all sites
- No dining space is available, so meals must be eaten off premises
- Parents and guardians may pick up meals for their children
- No registration or ID required

#### **September 21<sup>st</sup> – Beyond**

Students learning in-person will receive both breakfast and lunch in school.

For students who are learning remotely full-time or students who are at home during their remote days in blended learning, families can pick up free grab-and-go meals from any school near them. No signup or registration is necessary, and meals will be set up near entry points for easy access and pickup by

students and families.

**Grab & Go** will continue for the public at hundreds of sites across the city from 3-5 pm, including some dedicated kosher locations and those serving the halal protein options.

[GetFood NYC - COVID-19 Emergency Food Distribution](#)  
[NYC DOE Free Meals](#)

### **School Administrators Return to Buildings in Preparation for the 2020–21 School Year**

On August 31, all principals and assistant principals (APs) returned to their school buildings to prepare for the start of the school year. School administrators who currently have approved health accommodations for the 2020-21 school year to work remotely will be exempt from in-person attendance beginning August 31. COVID-19 testing for all staff is recommended and additional guidance is forthcoming.

### **Prepare for School Opening Walkthroughs**

In preparation for the start of the 2020–21 school year, the DOE has and will continue to be conducting the annual school building walkthroughs to help identify and resolve any needs schools may have prior to reopening. The walkthroughs are of the utmost importance this year, as the annual tasks performed take on new dimensions in consideration of this unprecedented time. The BCO or a Central staff member visited and will continue to conduct a walkthrough inspection of our school buildings between August 24 and September 4.

### **School Readiness Schedule and Resources**

As announced by Mayor Bill de Blasio, Schools Chancellor Richard A. Carranza, and union leaders, in-person learning will begin on September 21. With this new start date, teachers will report to buildings on September 8 as originally scheduled and will have dedicated time for planning, collaboration, and professional learning. Staff will focus on readiness to meet new health and safety requirements and to optimize blended and remote learning. To support with school readiness, the DOE has created a downloadable schedule of recommended professional learning and required activities for re-opening that address the health and safety, social-emotional, and instructional needs of students and staff. This includes readiness tasks for all staff, as well as unique responsibilities for school leaders, Building Response Team (BRT) members, and other staff subgroups.

It also provides guidance on family engagement and suggestions for meeting the needs of specific student populations (i.e. Students with Disabilities, Multilingual Learners, etc.). The resources span key areas such as:

- Planning and Preparation;
- All Staff and Team Meetings;
- All Staff and Team Professional Learning Sessions (required or recommended sessions);
- Student Support and Instructional Planning;
- Adult Wellness Activities;
- Family Facing Activities; and
- Student Facing Activities.

### **Registering Students**

Beginning last March, Family Welcome Centers (FWC) began processing enrollment inquiries and registrations remotely. This practice will continue until further notice. Each FWC has an email inbox where families can reach out for assistance. Per Chancellor's Regulation (CR) A-101, high school



student registrations must be processed by the FWCs. Elementary and middle schools may register families of their zoned students, or students placed via the admissions process.

In anticipation of the back-to-school enrollment volume and in light of the impact of COVID-19—specifically social distancing—schools should work with their designated BCO Enrollment point and their borough safety director to create a plan for registration that complies with social-distancing rules and health and safety guidance.

### **Guidance on Outdoor Learning and Complete DOE Outdoor Learning Survey**

The DOE has released Guidance on Outdoor Learning for the 2020–21 school year, which provides initial information on outdoor learning parameters. By August 28, principals should use this guidance to support the completion of the DOE Outdoor Learning Survey to note their outdoor learning needs, and to request the use of additional nearby spaces like school yards, public parks, and adjacent streets; use of these spaces may require the DOE to partner with other City agencies (e.g., DOT, Parks Department, FDNY, School Safety/OSYD etc.) through a centrally-coordinated process. Additional requests can also be submitted on a rolling basis. If a school is co-located with other schools, school officials should coordinate with the campus Building Council to complete one survey. This process will do the following:

- Allow schools to hold physical education (PE), dance, theater, chorus, and band classes outside if possible; and
- Conduct additional academic classes, like math and ELA, outdoors where and when space/logistics permit and the school has an interest in doing so.

As announced by Mayor Bill de Blasio on August 24, schools in the 27 neighborhoods disproportionately impacted by COVID-19, and schools with no on-site outdoor space will receive priority. Proposals submitted by August 28 will receive responses by September 4.

In some cases, principals may be asked to provide additional information or consider alternative options. Schools in the 27 neighborhoods disproportionately impacted by COVID-19, and schools with no on-site outdoor space will receive priority.

### **Principals Playbook and Frequently Asked Questions**

The DOE has provided school officials with a Principals Playbook, or standard operating procedures manual. This is to provide principals with guidance on approved policies and all topics related to school reopening for the 2020–21 school year in one location; this may be used as a resource to support school administrators as they return to their school buildings to prepare for school reopening.

### **Health and Safety Signs for Schools**

The DOE has prepared health and safety signs for schools to print and post in buildings to help school communities adhere to new COVID-related policies and build healthy habits. The signs should be posted at entrances and exits that will be used by students and staff; in bathrooms; wherever one-way traffic is being instituted; and in other appropriate places around your school building. There will be signs for the following:

- Entrance and exits;
- Directional;
- Social distancing reminders;
- Maximum capacity;
- Face mask requirements; and

- Good hygiene.

Principals received individual room capacity reports with information for each room in their building from [schoolplanninganddevelopment@schools.nyc.gov](mailto:schoolplanninganddevelopment@schools.nyc.gov) on July 9. In addition, elevators should operate at no more than 50 percent capacity; principals should use this information to designate the maximum number of people allowed in an elevator, under modified social-distancing limits, and indicate that information on the “Elevator Occupancy” sign. The maximum occupancy—number of people allowed—should also be listed on the “Reduced Room Capacity” sign prior to posting around their building.

### **Reporting Incidents in OORS**

The Online Occurrence Reporting System (OORS) is the official incident reporting system for the DOE.

In accordance with Chancellor's Regulation A-412, all school-related incidents must be entered and submitted in OORS, using the applicable incident code, within 24 hours of the incident or the principal/designee becoming aware of the incident, as applicable; updates should be entered in the system in a timely manner. School officials, before the opening of school must ensure that all staff are properly trained prior to using or documenting incidents in the system. They will be guided on where and how to get access to OORS.

### **Learning Bridges Family Interest Form**

For students in grades 3-K–8, who are participating in blended learning, Learning Bridges is a new program that will provide free childcare options on the days when students are scheduled for remote-learning instruction, for the same time period as the remote-learning instructional period.

The latest update is that Learning Bridges will have space available for 30,000 children on September 21 and will add seats until 100,000 children can be served at Learning Bridges locations.

The Learning Bridges programs will:

- Be operated by community-based organizations and other partners;
- Provide opportunities for children to connect to remote-learning activities;
- Include time for art, recreation, and other age-appropriate activities;
- Follow the same rigorous health and safety precautions as schools.

Families can express interest in the Learning Bridges program by completing the Learning Bridges family interest form. Learning Bridges family interest form. School officials are encouraged to share this information with their families.

### Eligibility and Enrollment – Learning Bridges

Learning Bridges is open to 3-K through 8th grade students enrolled in a DOE school or contracted early childhood program. This includes District 75, 4410 programs, contracted 3-K, Pre-K, and EarlyLearn programs, and DOE elementary and middle schools.

Currently, Learning Bridges is not available for families that have opted for a 100% remote schedule. Priority for placement will be given to:

- Families in temporary housing, including shelters and hotels
- Children of NYCDOE school and program staff, including staff of Learning Bridges sites and other contracted early childhood providers
- Families residing in NYCHA developments
- Children in family foster care or receiving other child welfare services

- Students with disabilities
- Children whose parent/guardian is an essential worker or was previously enrolled in a Regional Enrichment Center (REC)

Learning Bridges sites will be paired with DOE schools and contracted early childhood programs so that students will be interacting with a similar cohort of students even between sites. Where placements are available, families will receive a letter from the DOE detailing their Learning Bridges site and next steps to enroll their child. Seats will continue to be added throughout the fall on a rolling basis.

Please see the page on the DOE website with more information on Learning Bridges - <https://www.schools.nyc.gov/enrollment/enrollment-help/learning-bridges>.

### **Forthcoming Guidance on Afterschool Programs**

The DOE is aware that childcare is a critical need for families, especially since most schools will operate on a blended-learning model for the 2020–21 school year.

The Department of Youth and Community Development (DYCD)-managed afterschool programs will be operating this upcoming school year and will be providing in-person services in coordination with host schools. Host schools should begin communicating and coordinating programming for the upcoming school year with DYCD community-based organizations. Additional guidance regarding afterschool programs will be forthcoming.

### **Fall 2020 Student Teaching Placements**

To support schools and enable principals to focus on reopening, student-teacher placements will begin on or after October 1.

### **Organizational Updates Regarding Affinity Citywide Office and SDIL/SIM Assignments**

Effective immediately, School District Improvement Liaisons (SDIL) and School Implementation Managers (SIM) will be deployed permanently to the Borough/Citywide Offices (BCOs) to align to the current BCO structure. Their new title will be Director of State & Federal Program Implementation (DSFP).

The Affinity Citywide Office will be closing and the Affinity schools and superintendent teams will be integrating into other Borough/Citywide Offices. All services and supports to schools and leaders will remain the same.

### **Guidance on iPad Requests and Returns/Remote Learning Devices**

As previously noted in the July 20 edition of Principals Digest, families can use the DOE Remote Learning Device request form to notify schools of their technology needs. Schools can manage device requests from families using the centrally-available iPad inventory, which will be distributed based on high-need priorities such as vulnerable populations (e.g., students in temporary housing (STH), foster care), and students who lack internet connectivity at home.

In order to help schools to identify families still in need of devices, the DOE asked that parents fill out the Remote Learning Device request form by August 31 (though the form will remain open throughout the year for parents to use to notify schools of new device and internet-connectivity needs). Schools will be able to use the RLD Report to see family requests. Once schools review the submitted requests for devices via the RLDR report - > they will receive instructions to sign off on an attestation report within the next few days. That report will indicate to the DOE the gap between the devices that are needed by the students of the school and what the school can provide.

## Support Students with DOE iPads

Parents can also call the DIIT help desk for assistance. As a reminder, families who have iPads should plug in, turn on, and reconnect DOE-loaned devices.

## Best Practices to Prevent Unwanted Activities on Zoom

In preparation for the start of school this September—whether in a blended or remote setting—all DOE staff are reminded that they should follow best practices when using Zoom for video conferencing. When using this platform, you must protect the education and safety needs of students, parents, families, and staff, as well as take precautions to ensure that users who participate on this platform do so with good intentions. Like most public online platforms, there is the potential for disruption by persons (who may or may not be invited), that can subject participants to inappropriate language and "zoom bombing" visuals. The DOE has compiled a list of best practices "Protecting Zoom from Unwanted Activities" to ensure your sessions are secure.

## Continuity of Mental Health Care for Schools with Mental Health Service Providers

The DOE has released Continuity of Mental Health Care: Guidance for Blended Learning for schools with mental health service providers. Schools working with mental healthcare providers should ensure students are still receiving services, either in person where feasible, or through telehealth services, or a combination of both. Schools should anticipate and be prepared to address a wide range of mental health needs of children and staff when schools reopen. The guidance includes:

- An overview of executive orders waiving some of the New York State Office of Mental Health (OMH) regulations and requirements on provision of mental health services due to COVID-19;
- Expectations for healthcare providers and schools in planning for reopening;
- A definition of telehealth services; and
- Strategies for providing access to mental health services for students participating in blended learning and students opting for remote-only learning.

## Extension of Services for Students 21+

The DOE is offering an extension of services to students with IEPs who turned 21 years or older during the 2019–20 school year, aged out of the school system in August, and meet certain criteria. As a reminder, the criteria are:

- The student is well on their way to earning a high school diploma and will likely be able to complete the requirements if they have the opportunity to return to school in the fall; or
- The student has or will receive the Skills and Achievement Commencement Credential, but they have missed instruction or services because of the pandemic and have lost skills that they previously had, and they have not met their IEP goals.

School officials may review Progress Monitoring During Remote Learning for information about progress monitoring for their students. If schools have students who meet the criteria, they must submit a list of students who meet the criteria to the superintendent by September 11, 2020.

## Encourage Families to Create NYC Schools Account (NYCSA) and Update Contact Information

With the start of the school year, school officials and staff should encourage parents/guardians to create a NYC Schools Account (NYCSA), in order to view their student's attendance, report card grades, transportation information, reading levels, assessment scores, and progress towards graduation for high school students. NYCSA allows parents to use the information provided to collaborate with their child's teachers and formulate strategies to support the student's academic success. They should also encourage families to update their cell phone numbers and email addresses in NYCSA.

**2020-2021 School Year Calendar**

\*Updated September 5, 2020

<b>DATES</b>	<b>WEEKDAYS</b>	<b>NOTES</b>
August 31	Monday	Assistant Principals and school-based intermediate supervisors not designated to work an increased work year report to work.
September 7	Monday	Labor Day, schools closed
September 8	Tuesday	Teachers report (see section 5). Students not in attendance.
September 9–11, 14–15*	Wednesday–Friday, Monday–Tuesday	Chancellor’s Conference Days for staff development. Students not in attendance. (see section 6)
September 16–18*	Wednesday–Friday	Fully remote partial school days for students. Remainder of teacher workday dedicated to professional development activities.
September 21*	Monday	Students and teachers begin their regular schedules, blended learning commences.
September 28	Monday	Yom Kippur, schools closed
October 12	Monday	Columbus Day, schools closed
November 3*	Tuesday	Election Day, fully remote instructional day for all students.
November 4–5	Wednesday (evening), Thursday (afternoon)	Fall Parent Teacher Conferences for Elementary Schools and K–8 Schools: Evening Parent Teacher Conferences held on Wednesday, November 4. Afternoon Conferences held on Thursday, November 5; students dismissed three hours early.
November 11	Wednesday	Veterans Day, schools closed
November 12–13	Thursday (evening), Friday (afternoon)	Fall Conferences for High Schools, K–12, and 6–12 Schools: Evening Conferences held on Thursday, November 12. Afternoon Conferences held on Friday, November 13; students dismissed three hours early.

DATES	WEEKDAYS	NOTES
November 18–19	Wednesday (evening), Thursday (afternoon)	Fall Conferences for Middle Schools and District 75 School Programs: Evening Conferences held on Wednesday, November 18. Afternoon Conferences held on Thursday November 19; students dismissed three hours early.
November 26–27	Thursday–Friday	Thanksgiving Recess, schools closed
December 24– January 1	Thursday–following Friday	Winter Recess, schools closed
January 18	Monday	Rev. Dr. Martin Luther King Jr. Day, schools closed
February 1	Monday	Professional Development Day for 9–12 and 6–12 schools in Districts 1–32 only; students in these schools do not attend. Students in K–5, K–6, 6–8, and K–12 and D75 schools and programs are in attendance. (see section 8)
February 12	Friday	Lunar New Year, schools closed
February 15–19	Monday–Friday	Midwinter Recess (includes Presidents' Day and Lincoln's Birthday), schools closed
March –4	Wednesday (evening), Thursday (afternoon)	Spring Conferences for Elementary Schools and K–8 Schools. Evening Conferences held on Wednesday, March 3. Afternoon Conferences held on Thursday, March 4; students dismissed three hours early.
March 10–11	Wednesday (evening), Thursday (afternoon)	Spring Conferences for Middle Schools and District 75 schools and programs. Evening Conferences held on Wednesday, March 10. Afternoon Conferences held on Thursday, March 11; students dismissed three hours early.
March 18–19	Thursday (evening), Friday (afternoon)	Spring Conferences for High Schools, K–12, and 6–12 Schools. Evening Conferences held on Thursday, March 18. Afternoon Conferences held on Friday, March 19; students dismissed three hours early.
March 29–April 2	Monday–Friday	Spring Recess, schools closed

DATES	WEEKDAYS	NOTES
May 13	Thursday	Eid Al-Fitr, schools closed
May 31	Monday	Memorial Day, schools closed
June 3	Thursday	Anniversary Day. Chancellor's Conference Day for staff development. Students not in attendance. (see section 6)
June 8	Tuesday	Clerical Day for K-5, K-6, 6-8, and K-12 and D75 schools and programs only; students in these schools do not attend. Students in 9-12 and 6-12 schools in Districts 1-32 are in attendance. (see section 11)
June 25	Friday	Last day of school for all students. This is also the last day for all Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians and last day for Paraprofessionals.
June 28-29	Monday-Tuesday	All other staff report except Classroom Teachers, Bilingual Teachers in School and Community Relations, Attendance Teachers, Nurses, Therapists, Laboratory Specialists and Technicians, and Paraprofessionals.