

# Miller Place Union Free School District

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April 19, 2020

Re: Secondary Emergency Remote Distance Learning

Dear Miller Place Secondary Students and Parents,

I hope this communication finds you and your loved ones safe and healthy.

As we recently communicated, we are all learning how to educate our students within the emergency remote distance learning environment as parents, teachers and administrators. Our teachers are adjusting their curriculum, redesigning lesson plans and continuing to assess how to pace their instructional practices to best accommodate this new learning environment. Please remember, teachers have always been and will always be your best instructional resource for learning in a K-12 setting. There is no program, no device, no YouTube video that can take the place of your teacher.

Elementary students primarily have one teacher controlling their lessons, learning and assignments. We recognize secondary students, unlike the majority of elementary students, have as many as six to nine teachers impacting their school workload.

In order to assist secondary students with regaining a sense of routine and establishing control over course workload, we are reducing faculty posts and the number of assignments per week that students must complete. Beginning tomorrow—Monday, April 20, 2020—the following will be in effect:

1. All lessons and assignments will be posted by teachers the night prior to the instruction in order for students to be able to view these items by 9:00 a.m. the day of the instruction.
2. Teachers in the core subjects of mathematics, science, and business will be posting two days a week, Monday and Wednesday, as indicated on the chart below. Students should be expected to complete one assignment per week, reducing from the previously assigned two.
3. Teachers in the core subjects of English, social studies and LOTE, will be posting two days a week, Tuesday and Thursday, as indicated on the chart below. Students should be expected to complete one assignment per week, reducing from the previously assigned two.
4. Teachers in the encore subjects of health, reading, physical education, technology, art, family and consumer sciences and music will be posting one day a week on the day indicated on the chart below.

5. Friday is going to be categorized as a “student completion and extra help day” to allow students to contact faculty with additional questions and complete any outstanding assignments they were not able to complete during the week.
6. Every Friday, all teachers will be requesting from students approximately how long it has taken them to complete the lesson and assignment of the week. This will provide teachers with needed data to gauge if their pacing is appropriate under emergency remote distant learning.

Monday	Tuesday	Wednesday	Thursday	Friday
Math	LOTE	Math	LOTE	Student work completion/ extra help
Science	English	Science	English	
Business	Social Studies	Business	Social Studies	
Health Reading	Physical Education	Technology, Art, FACS	Music	

Attempting to balance every student’s workload is near impossible. There are approximately 450 classes in session at the high school in the fourth quarter alone. This schedule allows for needed flexibility with required consistency of instruction.

Regarding grading, students and parents can anticipate receiving information in the near future as we are in the process of determining how we can best implement a “do not harm” practice for secondary students. In doing so, we are seeking an appropriate balance for nearly 1,700 students who must actively participate in the educational process and maintain course integrity. We do not want to simply provide some students with a golden parachute which may lead to reduced learning participation.

Please assure your secondary student that they **should not** be anxious about their fourth quarter grades. They should focus on applying themselves, showing effort and doing their best. No one is looking for this new learning environment to be harmful to students. We also understand these grades will be posted to transcripts, impact the college application process, affect potential scholarship opportunities and most of all is a reflection of their academic achievement.

As I stated to you last week, one of our goals is to improve each day. We believe the adjustments detailed in this letter are steps towards supporting students, faculty, parents and our school community during these incredibly trying times.

Should you have specific concerns regarding your child, please continue to connect with their teachers and principal. Your continued patience and understanding as we navigate these uncharted waters is greatly appreciated.

Stay safe,

Dr. Marianne F. Cartisano  
Superintendent of Schools