Dear Parents, Guardians and Caregivers of DeLaura Middle School Students,

The plan for online instruction for DeLaura Middle School during this extended school building closure is found below. DeLaura’s faculty and staff are actively working to ensure that your student’s education continues. During the extended school closure, students will continue with an online, Standards aligned education and all students are expected to turn in their assignments. However, we recognize that our families will be undergoing all types of hardships (unknowns, challenges, etc.) during this time - we will be flexible with our due dates in order to demonstrate mastery. Our overall goal during this extended school building closure is to provide the necessary support to ensure students continue their education and are academically prepared when we return to school.

**Technology**

Prior to Spring Break, we surveyed students on whether or not they had a working device (desktop, laptop, and/or tablet) and internet at home. For those families that have since contacted us regarding computer access, we have included you as well on our list. We will contact all families identified by Wednesday to schedule dates and times to check out the devices on Thursday and Friday. If you are a family without internet, please call Spectrum at (844) 488-8395. They are offering free Wi-Fi to students. For questions pertaining to technology support, please contact our school technology associate, Jay Kelso via E-mail at Kelso.Robert@Brevardschools.org.

**Instructional Schedule:**

Prior to Monday, March 30, please ensure that your child can access FOCUS, Launchpad, and their online textbooks within Launchpad at home. You MUST use Google Chrome as other browsers may not work. Online instruction and assignments from your student’s teachers will be posted on FOCUS, with students then being able to utilize the week to complete the assignments. Students should check in to FOCUS daily to show daily attendance. Online instruction may include a variety of activities such as reading an article, watching a video, etc. The posting of these assignments will begin on Monday, March 30. Online instruction will be accompanied by assignments that your student will be responsible for completing. There will not necessarily be “live instruction” and thus your child will not have to log in for a particular lesson at a particular time. Teachers are being flexible understanding that households may be sharing a computer. Due dates for graded assignments will be set by teachers with flexibility in mind. Student grades on these assignments will be posted in FOCUS under 4th quarter grades. Note: Think “school” as a week … your child will NOT attend period by period day by day. Students check in daily and have the week typically to complete work (FOCUS due dates will be posted clearly).

**Google Classroom:**

Some teachers will be utilizing Google Classroom as their main source of providing instruction. Students can access instruction and assignments from their teacher’s Google Classroom webpages. Some teachers have already had Google classroom webpages set up. If they do not and the teacher decides to use Google classroom, they will provide directions for setup through FOCUS. Remember, students (and parents!) should check FOCUS daily! Parents, you are able to see if your child is not completing the assignments provided.

**Teacher Office Hours:**

Teachers will post their “office hours”. This is the time period when they are available to answer any questions and to clarify learning for students. Students can contact the teacher anytime during teacher office hours. Teachers will be posting if they have a Google phone number to
use, otherwise please email or utilize the online intervention/help. All of this information will be posted by individual teachers on FOCUS. Students and parents are encouraged to communicate with teachers FIRST regarding any instructional-related questions they may have. The teacher will help answer the question or forward the question on to the necessary personnel. These office hours may change from day-to-day based on a teacher’s availability; any changes will be communicated via FOCUS. Please note that our school counselors may also be contacted if your child is in need of that type of support. E-mail is also available for all.

**Grades and Promotion:**

All remaining state assessments (FSA, EOCs, FCAT, etc.) are cancelled for the 2019-2020 school year. Requirements for promotion, and final course grades will be evaluated as though those assessments, which were cancelled, did not exist. Students WILL receive grades for their online assignments and will need to successfully complete those assignments in order to be promoted to the next grade level. Proper attendance (checking FOCUS daily for lessons and assignments) is expected. So although DeLaura will not be receiving a SCHOOL grade from the State of Florida, students ARE still receiving individual grades for their classes from their teachers for promotion to the next grade level.

**IEPs, 504s, ELL:**

All plans will be honored. We will continue to provide extra support through our inclusion teachers for those students who have an IEP, 504 or ELL status. These teachers will also post their office hours. Accommodations are available in Google for those students who need it and the inclusion teacher can help parents with this.

**ONLINE BEHAVIOR:**

Students are expected to check FOCUS daily Monday through Friday in the morning, and be engaged with learning. Proper online etiquette is expected and rules surrounding cheating and plagiarism will still be enforced. Students are expected to complete and submit all assignments provided by the due dates provided.

**Subject to Change:**

All of these educational plans are subject to change based upon further guidance/directives from Governor DeSantis’ Office, the Florida Department of Health, the Florida Department of Education, and/or Brevard Public School’s district office. Any changes to these plans will subsequently be communicated via the principal through voice calls, email, and/or school Facebook pages.

We are all in this together and dealing with a variety of hurdles as we navigate this pandemic. The success of our online learning adventure will depend on the idea that we are all doing the best we can for our students and children. I have children of my own in the school system and know first-hand the angst that a new learning format can bring to families. Please know that we at DeLaura are working hard to ensure that our Scotties master their Florida State Standards and are successful.

Jeremy LeBrun  
School Principal  
DeLaura Middle School