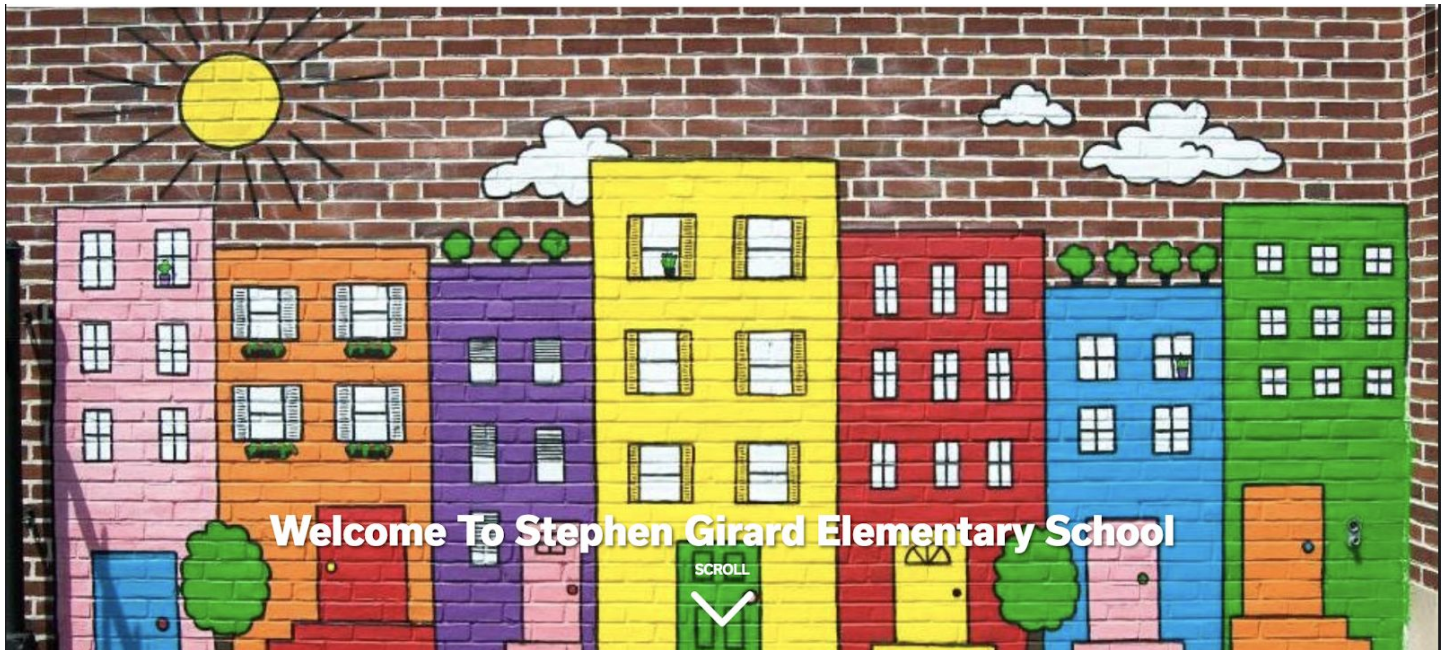**Stephen Girard School**
SCHOOL DISTRICT OF PHILADELPHIA

Visit us online @ Girard.philasd.org

Virtual Learning Handbook for Parents and Families
2020-2021

Welcome To Stephen Girard Elementary School

SCROLL
⌄

Leah Coleman**, Principal**

Dear Girard families:

It is with great pleasure and pride that I say welcome to the 2020-2021 school year. If you are new to our Girard family, welcome and thank you for choosing to be a part of our school community. I hope everyone enjoyed a wonderful and safe summer. I am very excited to return as Principal of Stephen Girard Elementary. I look forward to partnering with you because you are an important part of your child's success.

The beginning of this year is unlike any we have experienced before, and we are working hard to ensure that students will have access to meaningful instruction and teachers and staff have risen to the challenge of our 100% virtual learning model. Teachers and staff have been engaged in professional learning and we are actively collaborating with one another to proactively anticipate needs and respond to challenges. I cannot stress enough the importance of the school and community partnership to ensure that we work together to provide students the support they need to succeed.

Last school year was filled with lots of fun learning experiences and student successes. Here are a few of our favorite memories:
● A second year of our Dance eXchange partnership
● Recognition for a Two-Tier Improvement on our SPR
● Successful fundraisers to replace our school library text with more culturally relevant, appropriate, relevant text
● The beginning of the Book Trust program which allowed every child to take home a free book each month

We are already gearing up for an incredible new school year. Our teachers have attended training sessions to better help all students learn and grow. Our front office team is updating student files and ordering new materials.

We're also excited to welcome a few new additions to our staff.
● Ms. Erika Dajevskis, our new counselor
● Ms. Tamera Hollis, our new Learning Support Teacher and Special Education Liaison.

Some important sites to help navigate the beginning of the year include:
● School website: Girard.philasd.org
● Link to our Virtual Learning Family Handbook: https://bit.ly/3gkEi4N

Everyone here at Girard looks forward to welcoming students back to school on Tuesday, September 2, 2020 and working with our families and community to support high-level learning. As always, I can be reached at lecoleman@philasd.org.

With gratitude and appreciation,

Ms. L Coleman

Principal

Virtual Learning: What Is It? What Should I Expect?

Virtual learning is learning that is conducted using a variety of technology resources and tools. This includes tools like laptops and tools like Zoom or Google Meet.

Teachers will reach out to tell families their new class assignment.

Because students and their teachers are not together in a physical classroom in a virtual learning model, it is very important that the teacher, the parent and the student each know and understand their role and responsibilities.

Teachers will provide students with a variety of learning experiences to teach important grade level skills:

★ **Class Meetings** - Each day, teachers will check in with students during their class meeting. Class meetings are an important tool for building classroom community, teaching expectations and routines, and supporting students social and emotional learning needs

★ **Synchronous learning aka "live instruction**" - During portions of the day, teachers will provide direct instruction to students in either small groups or with the entire class

★ **Asynchronous learning** - Students will work on activities that provide an opportunity for them to practice, extend or enrich their learning. This may be done independently at times designated in the schedule

Students will treat their learning time in the Virtual classroom as if they are in a face to face learning environment:

★ Come to "class" ready to learn
  ○ Log in on time
  ○ Sit in a chair and be attentive to instruction
  ○ Wear appropriate clothing
★ Listen attentively, follow directions and participate during the lesson
★ Wait until break times or lunch time to eat or drink
★ Keep food and liquids away from their computer

Parents will play a key role in their child's success by serving as their learning partner

★ Set up a learning environment that is quiet and free of distractions
★ Review and reinforce with your child, often, the classroom expectations
★ Review your child's weekly schedule to ensure s/he logs in for live instruction and learning experiences at the scheduled times
★ Review the list of assignments to ensure that your child completes and turns in all assignments
★ Encourage and support your child, but allow them to engage in *live instruction* independently
★ Reach out to your child's teacher with any questions or concerns

Best Practices for Virtual Learning: Tips for Parents

Google Meet?   Google Classroom?   Zoom?   Chromebooks?   Log ins?

We know that navigating new technology tools and platforms can be frustrating. We also know that supporting your child as they learn remotely is relatively new for many of our families. We want you to feel supported and to be successful in your role as your child's learning partner. With this in mind, we will endeavor to keep this simple (as simple as possible) for you and your child.

These tips are intended to assist you in your role as your child's learning partner:

1. **Organize your child's learning space**

   Identify an area that is as quiet as possible and free of distractions. The area should contain the tools and materials needed for lessons and work activities.

2. **Set up (and stick to) a schedule for your child.**

   Routines and procedures are essential to your child's success. Create a schedule that provides an agenda for his/her day. Don't forget to include time for preparing for the day and end of day activities that will be necessary to prepare for the next day.

3. **Post your child's schedule**

   Your child's daily schedule will include times for whole group and small group instruction times, break times, and special classes and activities. All of this can be a lot to manage, especially if you are multitasking (e.g. working from home or supporting the learning of more than one child).

4. **Post your child's log in codes and classroom link information**

   Make sure your child has log in codes and other key information accessible.

5. **Bookmark key sites for easy access**

   Bookmark sites your child visits daily/weekly. This includes his/her Google Meets link and other sites that are used for small groups, special classes or independent work.

6. **Use praise and positive reinforcement to encourage your child and keep him/her motivated.**

   When you praise your child for a job well done (effort, participation, work completion, etc.) s/he will be encouraged to continue the behavior that led to the praise. Try combining an incentive system, like a tally or star chart that allows your child to earn rewards periodically.

7. **Build a network of support your child (and for you)**

   Connecting with peers may be a helpful resource and support for you and your child.

Starting the week of August 17, three Technology Support Centers will be open 5 days/week for families to obtain new Chromebooks, or get help.

- Still need to pick up a Chromebook? You can pick one up at one of the Parent & Family Technology Support Centers listed below. HOURS ARE CHANGING FOR FALL – please note new schedules as listed below
  - You can get a chromebook from one of the Parent and Family Tech Support Centers
    - **Education Center, Philadelphia School District**
      440 N. Broad Street, 1st Floor Lobby, Philadelphia, PA, 19130
    - **Fitzpatrick Annex Building**
      4101 Chalfont Drive, Philadelphia PA 19154
    - **Martin Luther King High School**
      6100 Stenton Avenue, Philadelphia PA 19138

- Need to return a chromebook from a graduate?
  - If they are attending a district school, they should use the laptop at their new school
  - If they are attending a charter school or another non-district school, the laptop should be returned to one of the Parent and Family Tech Support Centers.
  - Visit [FAQs](#) for more information. Be sure to the gray tab that says "Chromebooks and Internet."

Laptop support
- Need help getting started or getting familiar with your Chromebook? [Click here and scroll down to see the list of How-To documents](#).
- If your District issued Chromebook needs repair or service, you can drop it off at one of the Parent and Family Tech Support Centers.
  - Call 215-400-4444
  - Email: Familytechsupport@philasd.org

We CARE

Compassionate

   Accountable

      Respectful

      Engaged

Leah Coleman

School Principal

   lecoleman@philasd.org

Instructional Team

Teacher Leaders

Michelle Dangler (SBTL) mdangler@philasd.org

Jill Pease (Intervention) japease@philasd.org

Pat Costello (Reading Specialist) pcostello@philasd.org

Kindergarten Teachers

Tracy Teal tmteal@philasd.org

Marie Gidaro mgidaro@philasd.org

Ilana Volain ihaas@philasd.org

1st Grade Teachers

Kyla Alexander kealexander@philasd.org

Monty Yellock mcyellock@philasd.org

Kristy Katz   kmkatz@philasd.org

2nd Grade Teachers

Michelle Conti mcpino@philasd.org

Mana Myers mrmyers@philasd.org

Domenic Maiorano dmaiorano@philasd.org

3rd Grade Teachers

Monica Regan mregan@philasd.org

Jennifer Blazejewski   jblazejewski@philasd.org

4th Grade Teachers

Daniel Lewis   dmlewis@philasd.org

Cyndi Luong   cluong@philasd.org

Veronica Toland vtoland@philasd.org

Specialist Teachers

Maria Yanga (Tech) mcyanga@philasd.org

Julieann Julia (Art) jjulia@philasd.org

Jed Bordner (PE/Health) jkbordner@philasd.org

Ardath Belzer (Itinerant Music) abelzer@philasd.org

ESOL and Bilingual Counselors

Susan Bunch (ESOL) shbunch@philasd.org

Sotha Sour (Khmer) ssour@philasd.org

Loan Do (Vietnamese) ldo@philasd.org

Luis Oquendo (Spanish) lroquendo@philasd.org

Special Education Teachers

Tamera Hollis thollis@philasd.org

Heather Natale hnatale@philasd.org

Christopher Wells cwells@philasd.org

Special Education Assistant

Lashay Burroughs   lburroughs@philasd.org

Tashirah Johnson   tjohnson8@philasd.org

Angel Powell   arpowell@philasd.org

Benjamin Kuss   bkuss@philasd.org

Supportive Services Assistants

Maria Ocampo, Denise Robinson Lawson

Nanette Thornton, Alexis Gonzalez

Diane O'Brien

Girard School Faculty & Staff

We CARE

Compassionate   **Leah Coleman**
Accountable   School Principal
Respectful   **lecoleman@philasd.org**
Engaged

Non Instructional Team

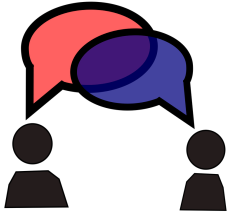|		
Climate Manager	Jerome McCalla	jmccalla@philasd.org
School Counselor	Erika Dajevskis	edajevskis@philasd.org
School Secretary	Beverly Jones	bmjones@philasd.org
School Nurse	Andrea McCoy	asmccoy@philasd.org
Cafeteria Manager	Jacqueline Davidson	jdavidson@philasd.org
Food Services	Matthew Schott	mschott@philasd.org

School Climate Staff

Lorraine Chiappetta

Keesha Hampton

Margaret Benales

Diamond Lofland-Wilson

La'Lonna Griffin

Roxanne Garvin

Building Team

Greg Brady, Building Engineer

Taliyah Spann, Custodial Assistant

On going communication between parents and school staff is critical to your child's success. **Your first, and most important point of contact will be your child's teacher(s), for most matters.**

In addition to the classroom teacher, we may receive information from the following sources below:

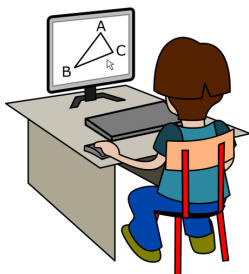| Communication Tools	Purpose	How to Access
Class Dojo	Teachers and school staff use Class Dojo as a vehicle for communicating announcements and important information. **This will be our primary mode of communication.**	https://www.classdojo.com Select parent, and in the search box enter Stephen Girard Elementary School to sign up.
Girard School Website	The school website is a source for general information. More detailed updates and classroom specific information will be shared via Class Dojo and Google Classroom.	https://girard.philasd.org/
Google Classroom	Used to access virtual instruction, class assignments, and teacher announcements	Google Classroom Tutorial for Parents
Email	Staff members access email Monday - Friday and will respond to emails within 48 hours (school days)	See staff email list for details
Parent Portal	Student records (e.g. attendance, grades, report cards, etc.) may be accessed via the District's parent portal	www.philasd.org - Click families - Click parent portal to register or access the portal Registration Stepper.pdf
School District Website	General information relevant for all District schools	www.philasd.org

Girard Elementary School

Even though we are beginning the year virtual, our school wide expectations for all students will be the same:

~ Be Compassionate   ~ Be Accountable   ~ Be Respectful   ~ Be Engaged

This is what these expectations should look like in the classroom each day:

IDENTIFY A QUIET WORKSPACE
This area should be free of distractions (tvs, toys, pets, etc)

BE ON TIME
Log into class to be sure that you are on screen when the lesson   begins

BE RESPECTFUL AT ALL TIMES
Raise your hand (use the raise hand features or class signals) when you want to share

MUTE YOUR MIC
When the teacher is teaching keep your microphone on   mute, so other students are not distracted by any noise in your background

STAY FOCUSED
Use "whole body listening" (eyes forward, body still, ears listening)
Stay on task and remain focused when the teacher is speaking

KEEP FOOD & DRINKS AWAY FROM YOUR COMPUTER
You may eat a snack or have lunch at the scheduled times. It is not safe for your computer to have food or drinks near it.

SCHOOL DAY
- The school day begins at 8:30 AM and ends by 3:09 PM

- Students are expected to participate in live instruction (synchronous) and work on activities independently or in small groups (asynchronous)

STUDENT ATTENDANCE GUIDELINES DURING 100% DIGITAL LEARNING

The Pennsylvania Department of Education (PDE) has published guidance for SY 2020-21 that includes the following:

"Any school entity that includes time spent in a remote learning environment toward instructional time requirements must implement a system that accurately tracks out of school instructional time similar to attendance in the school building."

Consistent with this guidance, it is critical that the School District of Philadelphia implement attendance procedures that facilitate the ability to document and report true and _meaningful_ attendance information for all students, including those engaging in remote learning. The attendance protocols for the School District of Philadelphia for SY 2020-21 are:

During 100% Digital Learning:

The following guidance for attendance during 100% digital learning will be implemented when students are NOT daily entering school buildings and, instead, receiving all digital instruction. Attendance will be:

1. Taken for each attendance bearing period for which the student is scheduled.
2. Recorded for all periods and for all students by the end of each school the day.
3. If a student attends fewer than all their classes each day and the student's parent or guardian has not provided a written excuse for the absence, the student will be considered cutting class.

Teachers should use the following five methods to track out-of-school instructional time similar to attendance in the school building as the PDE published guidelines require:

1. At least 90% participation using the virtual platform identified by the school district.
2. Interaction with a teacher as part of synchronous small group instruction.
3. Submission of assignments through the digital method identified to include email, phone, text or other methods that demonstrate the student's engagement with the course materials.
4. Participation in online instructional/learning tools (e.g. Edgenuity)
5. Attending an approved city site to engage in digital learning (e.g. PHA community centers, libraries, etc.).

TEACHERS are expected to:

1. Be required to mark the student absent for any class for which the student does not provide documentation of participation by one of the methods listed above.
2. Record daily attendance for each period by 11:59 PM of the current day.
3. A student will need to have at least one period in which attendance is marked as present to be considered present for the day.

4. Assign deadlines for assignments and ensure students know when they are expected to attend class and the assigned work to return that can be marked towards a student's attendance.
5. Support students with interventions for classes they are cutting. They can reach out to their attendance coach for support by emailing attendanceandtruancy@philasd.org

For younger students who may be supervised by older siblings, there needs to be flexibility for the time work must be completed during the day to accommodate parents or guardians working outside the home who cannot help with school work during traditional school hours.

STUDENTS:
Students are expected to:
1. attend school daily.
2. be prepared each day and
3. be ready to learn and engage in instruction.
4. complete assignments on time each day for each class.
5. adhere to the Student Code of Conduct at all times while engaged in digital learning.
6. abide by all internet policies and procedures.
7. submit their work assignments for each day, by a pre-established deadline for completion of that work as communicated by the teacher.

PARENTS:
Parents are expected to:
1. Have their children ready to engage every day in digital learning.
2. Support their children in logging into the system, if necessary
3. Assist with contacting support from teachers if their child is struggling.
4. Contact the teacher each time their child is unable to attend school on any day and provide the reason.
5. Share with the teacher or school-based staff any barriers to their child's continuous attendance that could impact the students educational achievement.

PRINCIPALS:
Principals are expected to:
1. Ensure that the attendance designee in the building is monitoring student attendance and class cuts.
2. Ensure attendance and truancy procedures and protocols are initiated If a student is not attending class or school regularly, including convening virtual SAIP meetings, if needed.

TEACHING AND LEARNING IN A VIRTUAL SETTING

Live Lessons
● Students must participate in live instruction with their teacher each day.
● During this time students should be engaged in actively participating in the lesson.
● We need you to set students up for success by keeping ongoing communication with their teacher about assignments and support you may need.
● There will be breaks built into lessons to ensure that students are not overwhelmed.

Small Group Instruction

- During this time students may work with the teacher and a few other students or work in a small group with peers, or complete work independently to be shared when the class returns to a whole group or live lesson
- Students may also be asked to complete work on the i-Ready platform which is adaptive software that supports students based on their needs
  - These needs are identified after students complete the first diagnostic test

MEALS

Meal Locations
- To find a children and youth lunch site near you, text "FOOD" or "COMIDA" to 877-877.
- You can also visit https://www.phila.gov/food/#/?services=
  - Check the box at the top for student meal sites
  - Enter your address in the search bar for sites closest to you
- Additional summer meals for children and youth can also be found at the **Coalition Against Hunger**
- Families can also obtain more information on nearby food pantries, by calling or texting their zip code to the WhyHunger hotline at 1-800-548-6479.

HEALTH SERVICES

- Our school Nurse, Mrs. Andrea McCoy, is available via email and phone during school hours.
  - asmccoy@philasd.org
  - Call 215-400-8180 and press option 2
- The student health website can be found here:
  - https://www.philasd.org/studenthealth/immunizations/
- The parent information section can be found here
  - https://www.philasd.org/studenthealth/parents/
  - This has links to required immunizations as well as school health forms

FAMILY SUPPORT AND ENGAGEMENT
- Our Family Engagement Liaison is: Wakila S. Jones wsjones@philasd.org
- Keep an eye out for monthly school calendars on Class Dojo, here some ways to get involved
  - Attend Title One Meetings in the Fall and Spring
  - Join the School Advisory Council (SAC)

Kindergarten Daily Schedule

Monday - Thursday Times	Monday - Thursday	Friday Times	Friday
8:30 - 9:00	Attendance/Community Meeting	8:30-8:50	Attendance/Community Meeting
9:00 – 9:45	Social Studies or Science	8:50-9:15	Foundational Skills
9:45 – 10:15	Foundational Skills	9:15-9:45	Shared Reading or Writing
10:15 – 10:45	Shared Reading	9:45 – 10:20	Solve & Share/Lesson Formative Task/Guided Instruction
10:45 – 11:30	ELA Small Groups	10:20-10:50	Small Groups/ Inclusive Student Activities
11:30 – 12:00	Writing	10:50-11:30	Specialist Class/Teacher Prep
12:00 – 12:45	Lunch and Recess	11:30-12:00	Lunch
12:45 – 1:30	Specialist Class/Teacher Prep		
1:30 – 1:45	Math Opening Routine		
1:45 – 2:15	Solve & Share/Lesson Formative Task/Guided Instruction		
2:15 – 2:45	Small Groups/ Inclusive Student Activities	12:00 - 3:00	**12:00 – 3:00 ASYNCHRONOUS WORK FOR STUDENTS** **Teacher Preparation Period** 12:00 – 12:25 Specialist Prep 12:00 – 12:15 Teacher Prep ***Professional Learning for Teachers*** 12:15 – 1:00 Common Planning 1:00 – 3:00 Central Office PD **Helpful Documents to Reference from Professional Learning** Math Framework Literacy Framework
2:45 – 2:55	Reflective Closure		
2:55 – 3:09	Intervention/Assessment and/or Asynchronous Assignments		

SPECIALIST CLASSES	Computer	Art	Physical Education
Monday	101	103	100
Tuesday	103	100	101
Wednesday	100	101	103
Thursday	101	103	100
Friday	100	101	103

Last Updated 8.27.2020

Grade 1 Daily Schedule

Monday - Thursday Times	Monday - Thursday	Friday Times	Friday
8:30 - 9:00	Attendance/Community Meeting	8:30-8:50	Attendance/Community Meeting
9:00 - 9:45	Social Studies or Science	8:50-9:15	Foundational Skills
9:45 - 10:15	Foundational Skills	9:15-9:45	Shared Reading or Writing
10:15 - 10:45	Shared Reading	9:45 – 10:20	Solve & Share/Lesson Formative Task/Guided Instruction
10:45 – 11:30	ELA Small Groups	10:20-10:50	Specialist Class/Teacher Prep
11:30 – 12:00	Writing	10:50-11:30	Small Groups/ Inclusive Student Activities
12:00 - 12:45	Lunch	11:30-12:00	Lunch
12:45 - 1:00	Math Opening Routine	12:00 - 3:00	**12:00 – 3:00 ASYNCHRONOUS WORK FOR STUDENTS** **Teacher Preparation Period** 12:00 – 12:45 Specialist Prep 12:00 – 12:15 Teacher Prep **Professional Learning for Teachers** 12:15 – 1:00 Common Planning 1:00 – 3:00 Central Office PD **Helpful Documents to Reference from Professional Learning** **Math Framework** **Literacy Framework**
1:00 - 1:30	Solve & Share/Lesson/ Guided Instruction		
1:30 - 2:15	Specialist Class/Teacher Prep		
2:15 - 2:45	Math Small Groups/ Inclusive Student Activities		
2:45 - 2:55	Math Reflective Closure		
2:55 – 3:09	Intervention/Assessment/ Asynchronous Work		

SPECIALIST CLASSES	Computer	Art	Physical Education
Monday	206	204	200/202
Tuesday	204	200/202	206
Wednesday	200/202	206	204
Thursday	206	204	200/202
Friday	204	200/202	206

Last Updated 8/27/2020

Grade 2 Daily Schedule

Monday - Thursday Times	Monday - Thursday	Friday Times	Friday
8:30 - 9:00	Attendance/Community Meeting	8:30-8:50	Attendance/Community Meeting
9:00 – 9:45	Social Studies or Science	8:50-9:20	Foundational Skills
9:45 – 10:15	Foundational Skills	9:20-9:50	Shared Reading or Writing
10:15 – 10:45	Shared Reading	9:50 – 10:20	Specialist Class/Teacher Prep
10:45 – 11:30	ELA Small Groups	10:20-10:35	Opening Task
11:30 – 12:00	Writing	10:35-11:05	Solve & Share/Lesson Formative Task/Guided Instruction
12:00 – 12:45	Lunch and Recess	11:05 – 11:30	Small Groups/ Inclusive Student Activities
12:45 – 1:00	Math Opening Routine	11:30-12:00	Lunch
1:00 – 1:30	Solve & Share/Lesson Formative Task/Guided Instruction	12:00 - 3:00	**12:00 – 3:00 ASYNCHRONOUS WORK FOR STUDENTS** **Teacher Preparation Period** 12:00 – 12:25 Specialist Prep 12:00 – 12:15 Teacher Prep ***Professional Learning for Teachers*** 12:15 – 1:00 Common Planning 1:00 – 3:00 Central Office PD **Helpful Documents to Reference from Professional Learning** Math Framework Literacy Framework.
1:30 – 2:15	Small Groups/ Inclusive Student Activities		
2:15 – 2:24	Reflective Closure		
2:24 – 3:09	Specialist Class/Teacher Prep		

SPECIALIST CLASSES	Computer	Art	Physical Education
Monday	208	209	210
Tuesday	209	210	208
Wednesday	210	208	209
Thursday	208	209	210
Friday	209	210	208

Last Updated 8.27.2020

Grade 3 Daily Schedule

Monday - Thursday Times	Monday - Thursday	Friday Times	Friday
8:30 - 9:00	Attendance/Community Meetir	8:30-8:50	Attendance/Community Meeting
9:00 - -9:20	Foundational Skills/Vocabulary/Grammar	8:50-9:20	Foundational Skills
9:20 – 9:40	Independent Reading	9:20-9:50	Specialist Class/Teacher Prep
9:40 – 10:10	Shared Reading	9:50 – 10:20	Shared Reading or Writing
10:10 – 10:45	ELA Small Groups	10:20-10:35	Opening Task
10:45 – 11:15	Writing	10:35-11:05	Solve & Share/Lesson Formative Task/Guided Instruction
11:15 – 12:00	Specialist Class/Teacher Prep	11:05 – 11:30	Small Groups/ Inclusive Student Activities
12:00 - 12:45	Lunch	11:30-12:00	Lunch
12:45 - 1:30	Social Studies or Science	12:00 - 3:00	**12:00 – 3:00 ASYNCHRONOUS WORK FOR STUDENTS** **Teacher Preparation Period** 12:00 – 12:45 Specialist Prep 12:00 – 12:15 Teacher Prep ***Professional Learning for Teachers*** 12:15 – 1:00 Common Planning 1:00 – 3:00 Central Office PD **Helpful Documents to Reference from Professional Learning** **Math Framework** **Literacy Framework**
1:30 – 1:45	Math Opening Routine		
1:45 – 2:15	Math Solve & Share/Lesson Guided Instruction		
2:15 – 2:45	Math Small Groups		
2:45 – 2:55	Math Reflective Closure		
2:55 – 3:09	Intervention/Assessment and/or Asynchronous Assignments		

SPECIALIST CLASSES	Computer	Art	Physical Education
Monday	303		300
Tuesday	300	303	
Wednesday		300	303
Thursday		303	300
Friday	300		303

Last Modified 8/27/2020

Grade 4 Daily Schedule

Monday - Thursday Times	Monday - Thursday	Friday Times	Friday
8:30 - 9:00	Attendance/Community Meetir	8:30-8:50	Attendance/Community Meeting
9:00 - 9:20	Vocabulary/Grammar	8:50-9:20	Vocabulary/Grammar
9:20 – 9:40	Independent Reading	9:20-9:50	Specialist Class/Teacher Prep
9:40 – 10:15	Shared Reading	9:50 – 10:20	Shared Reading or Writing
10:15 – 10:45	Writing	10:20-10:35	Opening Task
10:45 – 11:15	Specialist Class/Teacher Prep	10:35-11:05	Solve & Share/Lesson Formative Task/Guided Instruction
11:15 – 12:00	ELA Small Groups	11:05 – 11:30	Small Groups/ Inclusive Student Activities
12:00 – 12:45	Lunch	11:30-12:00	Lunch
12:45 – 1:30	Social Studies or Science	12:00 - 3:00	**12:00 – 3:00 ASYNCHRONOUS WORK FOR STUDENTS** **Teacher Preparation Period** 12:00 – 12:45 Specialist Prep 12:00 – 12:15 Teacher Prep **Professional Learning for Teachers** 12:15 – 1:00 Common Planning 1:00 – 3:00 Central Office PD **Helpful Documents to Reference from Professional Learning** **Math Framework** **Literacy Framework**
1:30 – 1:45	Math Opening Routine		
1:45 - 2:15	Solve & Share/Lesson Guided Instruction		
2:15 – 2:45	Math Small Groups		
2:45 – 2:55	Math Reflective Closure		
2:55 – 3:09	Intervention/Assessment and/or Asynchronous Assignments		

SPECIALIST CLASSES	Computer	Art	Physical Education
Monday	302	305	306
Tuesday	305	306	302
Wednesday	306	302	305
Thursday	302	305	306
Friday	306	302	305

Last Modified 8/27/2020

STEPHEN GIRARD ELEMENTARY SCHOOL

1800 SNYDER AVENUE
PHILADELPHIA, PA 19145

Town Hall FAQ Sheet

- **Registration**
  - Registration for new Kindergarten students
    - Register online: https://bit.ly/3iyp7Xl
    - Register by phone: 215.400.8180 to talk to our secretary Ms. Jones
    - Register at the School District: By appointment only 215-400-4290 or online at https://www.philasd.org/studentplacement/
    - Register by Drop Box Service: Bring your completed registration packet to 440 N. Broad St and leave in the drop box. The office can only make copies if you set up an appointment

- **Chromebooks and Support**
  - Will all students be able to pick up Chromebooks for the fall?
    - Yes. All students, including new, incoming students, who need Chromebooks will receive them. Some Chromebook Support Centers and hours are currently in operation on a limited schedule.
    - Starting on August 17th, Chromebooks will be distributed 5 days a week from 9:00am-2:00pm at three Parent & Family Technology Support Centers. Click here for times and locations: https://www.philasd.org/coronavirus/chromebooks/
    - Click here for more FAQs: https://www.philasd.org/coronavirus/schoolstart2020/#1596655494953-6a628e3b-8681

- **Attendance Policy**
  - Unlike the spring, all students are expected to attend school five days per week, whether face-to-face or digital, in alignment with state and School District regulations and requirements.
  - During both face to face and digital learning, teachers will mark student attendance. School based and central office staff will actively identify students who are not regularly attending class and assist with addressing the barriers preventing each student's attendance.

- **Class Assignments /Daily Schedule and Expectations**
  - Classroom teachers will contact families the week of August 24th to introduce themselves and invite families to a google meet where classroom procedures and expectations will be discussed.