Sept. 4, 2020

Hello District families,

I know you continue to receive communications from the District and our schools. We realize it can be overwhelming, but we also know our families have a lot of questions and we want to make sure we do our best to answer as many as possible.

Here are the topics covered in today's communication:

- Reopening Plan document
- Online learning consent
- Additional technology information
- Username and password issues
- Curbside pickup of books
- Switching instructional models
- Meal Program updates
- 2020-21 school year calendar

1. Would you share the Reopening Plan document with families?

Yes, attached to this email is the 30-plus page Fall Plan: Starting the 2020-21 School Year. You can also find it on the District website. The document has also been shared with all District staff.

The plan has a Table of Contents on the first page to help you find the information most applicable to your family. Please note that we will continue to update the document as guidance and information is updated from local health officials. Our plan is to update the document each Friday on the District website and let you know what has changed.

2. Do we need to give consent for our child to participate in virtual meetings?

Should you NOT want your child to participate in video conferencing with their teacher (via Zoom or Google Meet), please notify the teacher and-or principal via email. Please note there will be no penalties for opting your child out of participating in video conferencing with staff.

The video conferences with students are a direct connection and no additional log-in is required if students are already logged into their accounts. The video classroom is for school-managed activities only. Students cannot invite other students or teachers to a video conference using Google Meet or Zoom, nor can students use a virtual room once the teacher has closed it.

Teachers have the opportunity to screen share and record the instructional lesson. It will be the responsibility of the teacher to disconnect the video session once the lesson or check-in has been completed. Students should be located in a quiet environment that is free from distractions or items that may not conform to school rules and guidelines. Students must also wear clothing that conforms to the District's dress code, and comply with all other aspects of the District's Code of Conduct. To promote the confidentiality of student information, if the video lesson or video meeting includes any other student, your student should not include other children or adults in your household.

3. How do we get help if we have technology issues?

When your child needs help with their District-issued iPad or Chromebook, please have them send an email or use the Webform. You can also call our Help Desk at 608-829-9036. If we don't answer, leave a message with the details and we will get back to you as quick as we can. Meanwhile, below is a simplified version of Administrative Policy 363.1: DISTRICT'S SAFE AND ACCEPTABLE USE OF INTERNET AND ELECTRONIC RESOURCES/MEDIA FOR STUDENTS. The complete policy is available on the District website.

- Rule #1: Only use school technology for learning.
- Rule #2: Do not break any school rules or laws.
- Rule #3: Do not share your private information with anyone.
- Rule #4: Don't copy anything from the Internet without sharing where you got it from and who wrote it.
- Rule #5: Home accounts are for at home only. Use your school accounts for learning only.
- Rule #6: Don't log into another person's accounts.
- Rule #7: Students cannot delete or change other students' files.
- Rule #8: Student computers cannot be used to buy or sell anything.
- Rule #9: The District can open your files and read your school emails to make sure you are following the rules and are safe.

Not following the AUP rules may result in restricted access to the Internet and school disciplinary action based on the Student Code of Conduct.

Students are expected to:

1. Follow all of the Acceptable Use Policy rules whenever using technology at school or a District-issued device.
2. Be a good digital citizen by being respectful to others in class and online.
3. Be responsible by taking care of any device or computer they are using, including not trying to bypass filtering or device controls or leaving the device where it could be damaged or stolen.
4. Be a learner by using all school technology as a learning tool.

4. My child forgets their username and-or password to access their District-issued email account. What can we do?

Students can access their login credentials from their teachers. If a student has changed and then forgot their password, please contact the Help Desk at https://in.mcpasd.k12.wi.us/technology/ticketform/.

5. I heard something about curbside pick-up of books. Can you tell me more?

The library media departments at Glacier Creek, Kromrey, MHS and CSCS are offering curbside pick-up of books for students. Students may place holds through the Destiny program. Students will receive an email when their books are ready. All materials should be quarantined for 72 hours.

Books may be picked up on Monday through Friday during the lunch period at the main entrance of each school. MHS students may also pick up books Thursdays from 4 to 6 p.m.

We are also working to deliver books to families using our buses as part of the meal delivery program that takes place on weekdays.

6. Will the District still allow middle and high school students to switch instructional models?

Students at every level are no longer able to switch school models between the Universal Model and the Fully Virtual Model as of Sept. 1.

Families with students at the elementary level will be able to reconsider their model decision when students move back into the building. Families with secondary students will not be able to reconsider/switch models until the start of second semester. We will be asking families to make those decisions as the shift approaches.

This will cause some challenges with scheduling in each model. Because we are continuing to work on finalizing student schedules within both of our instructional models (Universal' and Fully Virtual), you may experience some disruption or changes to your child's class schedule during the first week of school, particularly at the middle and high school levels.

We appreciate your patience and understanding as the complexity involved in scheduling has been made exponentially more difficult this school year. We believe all scheduling issues will be resolved by Friday, Sept. 11. Thank you so much for your patience.

7. Any updates on the District's meal program for 2020-21?

Yes, the USDA has extended a waiver that allows all children to receive a breakfast and a lunch free of charge from Sept 1 through Dec. 31, or when the federal funding runs out, whichever happens first. As a result, anyone who has placed an order during the first two weeks of the MCPASD meal program for the 2020-21 school year will not be charged.

If you plan to order meals for the week of Sept. 14-18, please do so using your [My Payments Plus](#) account by Sunday, Sept. 6 at 7 p.m.

8. What impact does the 2020-21 virtual calendar have on the six professional development days in the original calendar?

The six professional development days -- Oct. 2, Oct. 30, Jan. 19, Feb. 15, March 8 and May 28 -- that were part of the original calendar approved by the School Board will now be instructional days for students.

That will continue to be the case even when or if we are able to have students return to school buildings for in-person instruction.

You can access the [2020-21 virtual calendar on the District website](#).