



POUGHKEEPSIE CITY SCHOOL DISTRICT

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Eric J. Rosser, PhD, Superintendent of Schools

To: Faculty and Staff

From: Dr. Eric Jay Rosser, Superintendent of Schools

Subject: PCSD School Closure Updates

Date: March 27, 2020

I hope this correspondence finds you and your family well. While the normal operations of the Poughkeepsie City School District (PCSD) have dramatically changed since March 13, 2020, there has been a significant amount of activity over the last two weeks.

Instructional Programming

- The first set of instructional materials were made available to our students digitally (online) and by pickup.
- Instructional programming planning continues, which will enable PCSD to transition student learning to a distance learning platform.

Student Meal Distribution

- Breakfast and lunch for PCSD students continue to be provided and will continue throughout the school closure.

Student Support during School Closure

- Mayor Rolison and I activated the Children's Cabinet to discuss a community approach to support PCSD students during the school closure. The executive committee will be meeting again on April 3 to further advance discussions.

Buildings and Facilities

- Schools have been cleaned and disinfected. Over this weekend I will be visiting every school and inspecting to ensure that the work meets a high standard.

Extension of School Closure and District Calendar

Governor Cuomo has extended school closures to April 15, 2020. This will result in Spring Break, originally scheduled for April 6 – 13, to now be scheduled for April 10 – 17. By making this adjustment we will still meet the 180-day instructional waiver requirement.

Given the closure of schools to April 15, the following provides information on how we will proceed in the various instructional and operational areas:

Extended Instructional Plan

As mentioned above, a considerable amount of time has gone into planning for extending learning beyond the previously prepared instructional materials created for our students.

The Distance Learning Instructional Committee, comprised of district and union leadership, have formalized a plan for administrator and teacher training that will occur March 30 – April 9, 2020. Building administration will be scheduling online meetings for March 30, 2020 with their teachers to discuss the professional learning schedule and participation expectations. Each building administrator will work with teachers who might need a Chromebook to participate in the professional learning. Administrators will also schedule times on April 1st for teachers to visit their building to retrieve materials that may be needed to support extended student learning.

Building and Facilities

Projects originally slated for the Spring and Summer may be moved, if feasible, to take advantage of the school closure. This will provide great opportunity for needed work to be completed prior to schools reopening.

Payroll

The Business office has been set-up to operate remotely and there will not be any disruption in the processing of payroll.

Conversations at the state and national levels regarding hourly employees and compensation during mandated school closures are taking place. Legal counsel and I are discussing and will be extending our conversation to include board of education members at the next business meeting.

Employee Social Distancing and Working Remotely

All employees should be abiding by social distancing requirements when engaging in school district work.

Where feasible, PCSD instructional and operational business should occur remotely. Employees who need clarity or resources to complete work remotely, should communicate directly with their immediate supervisor.

Supervisors of all essential employees will communicate expectations of all required expectations during this period. Where employees are required to work on-site personal protective equipment will be provided, where necessary, to employees.

All staff who are required to engage in essential in-district work, March 30 – April 17, and who are considered medically at-risk for complications that might be exacerbated by COVID-19 are strongly encouraged to discuss working remotely with their supervisor.

I thank all of you who have continued to serve our students, families, and staff during this challenging period. It speaks to your commitment and our mission of inspiring and nurturing the whole child. I also want to thank everyone for their patience and understanding as we all settle into a new way of providing for our children. We have and continue to display how strong we are as Champions for Children in the Poughkeepsie City School District. Be safe, stay healthy and enjoy the weekend. I will provide another update next week.