



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 (Updated)

Date: March 20, 2020

I hope this correspondence finds you and your family well and that you are maintaining good health.

The following is an update on the District's progress and response to Governor Cuomo's school closure mandates.

Instructional Programming

- Schools are continuing to make available the At-Home Learning Materials so that students will have access to instructional materials during this closure. At-Home Learning Materials have also been made available on the district's website for parents to download.
- Schools that require additional days to distribute materials will conclude this process early next week.
- District and the instructional union leadership, are discussing the feasibility of an online distance learning model and will need PPSTA members to complete a simple online survey to provide information to the development of a plan. PPSTA members please check your email to access the survey. Please complete no later than Monday, March 23, 2020 by close of business.

Student Meal Distribution

- For the entire period of school closure, student meal distribution will continue. Chef David Dunn and I will continue to monitor participation and determine if additional sites will be needed or if locations for student meal distribution need to be reconsidered.

NYSED State Assessments

- Chancellor Betty Rosa has notified school districts that all elementary and intermediate state level assessments will be suspended for the remainder of the year. This is inclusive of the grades K-12 New York State English as a Second Language Achievement Test (NYSESLAT) and the New York State Alternative Assessment (NYSAA) for students with severe cognitive disabilities (Grades 3 -12). A decision has not been made on Regents testing at this time.

School District Operations (Week of March 23 – March 27, 2020)

- For purposes of meeting the 180 day instructional requirement and associated waiver, Poughkeepsie City School District will maintain limited operations March 23 – 25, 2020.
- March 26 – 27 will be recognized as Snow days.

Please use the following guidance to understand the implications of next week's schedule to each collective bargaining unit.

Civil Service Employees Association (CSEA)

- March 23 – March 27 are required work days for full-time CSEA members but will only be required to work on a needed basis to engage in essential work.
- The following hourly CSEA members will be provided with opportunity to assist in the duplication and distribution of student instructional material at the remaining locations that will be in operation during this period:
 - Health Aides
 - Lunchroom Monitors
 - Playground Monitors
 - Greeters
- March 26 – 27 will be designated as Snow days, which staff listed above will not be required to report or work remotely.
- The following hourly CSEA members will be provided opportunities to assist in the preparation and distribution of student meals March 23 – March 27:
 - Food service workers

Non-Represented Employees

- March 23 – March 25 are required work days for the following full-time non-represented employees:
 - Director of Facilities and Operations
 - Secretary to the Superintendent
 - Board Clerk
 - Network Analyst
 - Micro Computer Technician
- Non-Represented Employees will only be required to report to work on a needed basis to engage in essential work. Unless otherwise notified, each of the above members should work remotely.
- March 26 – 27 will be designated as Snow days, which staff listed above will not be required to report or work remotely.
- The following non-represented employee will be required to work March 18 – April 1 to direct the preparation and distribution of student meals:
 - Director of Food Service
 - Cook Managers

Poughkeepsie Public Schools Administrative Association (PPSAA)

- March 23 – March 25 are required work days for full-time PPSAA members. Members will be able to work remotely provided the approval of the superintendent.
- March 26 – 27 will be designated as Snow days, which PPSAA will not be required to report or work remotely.

Poughkeepsie Public School Office Personnel Association (PPSOPA)

- March 23 – March 25 are required work days for full-time PPSOPA members but where feasible remote work should occur. PPSOPA members may be called back to work during this period to engage in essential work.
- March 26 – 27 will be designated as Snow days, which PPSOPA will not be required to report or work remotely.

Poughkeepsie Public Schools Para Professional Association (PPSPPA)

- PPSPPA members will not be required to be present for work during the period of March 18 – April 1. PPSPPA members might be required to work remotely during this period.
- March 26 – 27 will be designated as Snow days, which PPSPPA will not be required to report or work remotely.

Poughkeepsie Public School Teachers' Association (PPSTA)

- PPSTA members will not be required to be present for work during the period of March 18 – April 1.
- PPSTA members might be required to work remotely during this period with the exception of March 26 -27.
- March 26 – 27 will be designated as Snow days, which PPSTA will not be required to work remotely.

Central Office Administrators

- March 23 – March 25 are required work days to engage in essential work.
- Members will be able to work remotely provided the approval of the superintendent.
- March 26 – 27 will be designated as Snow days, which central office administrators will not be required to report or work remotely.

All staff who are required to engage in essential work, March 23 -25, and who are considered medically at-risk for complications that might be exacerbated by COVID-19 are strongly encouraged to work remotely. Those who are sick and unable to work should utilize accumulated leave time. Staff unable to work due to childcare should utilize accumulated leave time. Full-time staff who will need to utilize leave accumulations should do so by following established procedures.

I will provide an update next week. Have a restful weekend everyone.