

DC SCHOLARS PUBLIC CHARTER SCHOOL

FAMILY DISTANCE LEARNING GUIDE

A Family Guide to Distance Learning in DCSPCS

This guide provides DC Scholars Public Charter School families with resources to ensure a smooth transition to our distance learning instructional model. It is our intent for DC Scholars students to be provided academic continuity that honors our commitment to providing high-quality instruction during this time.

Table of Contents

Communication	Pg. 1
A overview of communicating during Distance Learning	
Point of Contacts	Pg. 1
Who to contact when you need assistance	
Internet Resources	Pg. 1
Companies that are offering free/reduced services to DC residents	
Internet Safety Guidelines	Pg. 2
Guidelines that scholars should follow while using the internet	
Chromebook Maintenance Tips	Pg. 2
How to take care of the chromebooks	
Distance Learning Apps & Software DC Scholars is Using	
ClassDojo	Pg. 3
How scholars, PK3-8th, and families communicate with teachers and post assignments	
Clever	Pg. 4
How scholars, 2nd-8th, access online learning platforms	
iReady	Pg. 5
Adaptive learning software that scholars, 2nd-8th, will utilize	
Google Meet	Pg. 6
How scholars, PK3-8th, and families attend office hours and virtual classes	
Google Classroom	Pg. 7
How scholars, 2nd-8th, will complete assignments starting April 1st	

Communication During Distance Learning in DCSPCS

During distance learning, DCSPCS will continue to communicate regularly and post updates on Class Dojo. Please check this at least once daily for new announcements or updates.

Attendance recording will occur through your child's daily virtual meetings and interactions in Google Classroom or Class Dojo with their teachers. Teachers will monitor attendance data to ensure that students are engaged in their learning and to follow up with families where there are concerns.

For questions about...	Contact
A course, assignment or resource	Your child's teacher via Dojo, Email or Google Classroom
A technology-related problem or issue	Technology@dcscholars.org
A personal concern regarding your child	Your child's teacher or counselor or school leader via Dojo or Email
A general question	info@dcscholars.org

Internet Resources for DCSPCS Parents

<https://www.everyoneon.org/>: offering options for internet and computers

[Comcast](#) will be offering free service at its Xfinity hotspots for 60 days. The access points are mostly in public locations but some are in small businesses.

[AT&T](#) is also offering 60 days of free public service.

[Spectrum](#) is offering free public access at its hotspots and will not cut service to residential or small business customers who are unable to pay their bill because of coronavirus disruptions. Spectrum is also offering free broadband to households with students. To enroll in the program, call 1-844-488-8395. Installation fees will be waived for new student households.

[Verizon](#) announced it would not charge late fees or disconnect accounts for an indefinite amount of time.

T-Mobile, Sprint, AT&T and Comcast are all lifting their unlimited data caps for cell phone subscribers for at least 60 days.

[Flyer for XFINITY Free Wifi](#)

Scholar Internet Safety Guidelines

1. Be aware that information you give out through any website could put you at risk of bullying and other types of victimization. Never respond to harassing or rude texts, messages, e-mails. Always report harassment to your parents, teachers, counselors or principles.
2. Posting information about your friends puts them at risk.
3. Never give out your password to anyone other than your parent or guardian.
4. Only use appropriate language online for safety and others.
5. Never agree to meet in person with anyone you first “met” online.
6. Never post your personal information such as cell phone number, address, or the name of your school online.
7. Think before posting your photos. **DO NOT** post or send private pictures of yourself or anyone else!
8. Stay on approved websites.
9. Turn off your Chromebook when you are done.

Chromebook Maintenance Tips

1. Keep it on a flat surface, such as a table or desk to make sure it is always in a sturdy, safe place. **NEVER KEEP IT ON THE FLOOR!**
2. Don't pile stuff on top of your Chromebook when closed. It could seriously damage the Chromebook.
3. Never put stuff on your keyboard; that could damage the screen when you close it.
4. Never eat or drink near the Chromebook.
5. Be careful how you carry your device. Always carry it securely.
6. Always keep your Chromebook charged and ready for instruction.

Software for Distance Learning

Class Dojo

Class Dojo is a school communication platform that allows teachers, students and families to build community.



You can access Class Dojo via the website (classdojo.com) or via the app from an apple or android device.

Users

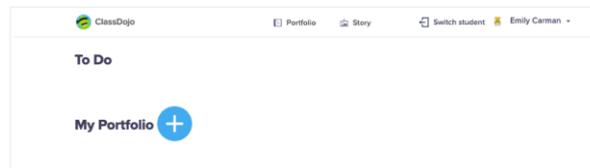
ClassDojo will be utilized for scholars PK3-8th.

Login

Parents will need to be invited to their scholar's class. If you are not on ClassDojo please reach out to technology@dcscholars.org with your scholar's name and your preferred email or cell phone number.

How to Post to a Student Portfolio

1. Log into your account
2. Next to the "My Portfolio" heading and click on the blue "+" sign



3. Choose Photo, Video, Draw, File, or Journal (**Please note:** A pre-recorded video cannot be uploaded via the website to Portfolios at this time)
4. Once you have created your entry:
 - a. Website: select "Save" to submit it to your teacher to be approved or select "Save as Draft" to come back to it later.
 - b. App: Once you have created your entry, select the blue paper airplane button to submit it to your teacher to be approved.

Resource Links

How to Post to a Student Portfolio

<https://classdojo.zendesk.com/hc/en-us/articles/360022857031-How-to-Post-to-a-Student-Portfolio#web>

For Parents - See how ClassDojo works at home

<https://classdojo.zendesk.com/hc/en-us/categories/200185365-For-parents>

Clever

Clever brings K12 applications into one portal and a single sign-on for students. This platform is how scholars will access Lexia, Newsela, ST Math, iReady, CommonLit, Conceptua Math, Edcite, Edulastic, Google Classroom, NoRedInk, etc.



From a home device you can access Clever via the website (<https://clever.com/in/dcspcs>) or via the app from an apple or android device.

From a school chromebook, once you login as a student you will be prompted to sign into clever.

Users

Clever will be utilized for scholars 2nd-8th.

Login

Scholars should have their Clever username and password, for a reference please see examples below.

Username: FirstNameLastInitial

Example Username: ajohnson

Password: 123456 or Month(00)Day(00)Year(0000)

Example Password: 01082008

If you are not able to access Clever please reach out to technology@dcscholars.org and we can provide your username and password.

Resource Links

For Families: How do I help my student log into Clever?

<https://support.clever.com/hc/en-us/articles/360000067006-For-Families-How-do-I-help-my-student-log-into-Clever->

iReady

i-Ready is an interactive online learning environment designed to assess students and provide individualized instruction based on each one's unique needs.



You can access iReady via clever (<https://clever.com/in/dcspcs>) or via the website (<https://login.i-ready.com/>)

Users

iReady can be utilized for scholars K-8th.

Login

Scholars should log in via their username and password on the iReady account (ensure that District of Columbia is listed as the state) or via Clever and select the iReady icon.

If you are not able to login please reach out to technology@dcscholars.org and we can provide your username and password.

Resource Links

iReady Family Resources

<https://i-readycentral.com/familycenter/>

Google Meet

Google Meet is a video conferencing application that will allow teachers to hold virtual classes.



You can access Google meet via the website (meet.google.com) or via the app from an apple or android device.

Users

Google Meet will be utilized for scholars PK3-8th.

Login

Teachers will provide students with a link to access these video conferences via ClassDojo and Google Classroom.

If you are not able to join office hours please reach out to technology@dcsholars.org.

Resource Links

https://docs.google.com/document/d/1Kmewm4n9QYbYybU8ftO60EEW_9K3opLf/edit

Google Classroom

Google Classroom is a streamlined, easy-to-use tool that helps teachers manage coursework. With Classroom, educators can create classes, distribute assignments, grade and send feedback, and see everything in one place.



Students can access google classroom one of two ways: by clicking on the classroom icon at the bottom toolbar of the chromebook or by logging into Clever and selecting the google classroom icon.

Users

Google Classroom will be utilized for scholars grade 2nd-8th. By **April 1st** all assignments for 2-8th will be posted on Google Classroom and students will be required to submit completed work via Classroom and not their Dojo Portal.

Login

Scholars should log in by clicking the google classroom icon on the bottom of their screen or by logging in via Clever and selecting the google classroom icon.

If you are not able to access google classroom please reach out to technology@dcscholars.org and we can provide assistance.

Resource Links

Student's Quick Guide to Google Classroom

<http://www.santeesd.net/cms/lib/CA01000468/Centricity/Domain/289/Student%20Quick%20Guide%20to%20Google%20Classroom.pdf>

Parents

<https://www.youtube.com/watch?v=ugSvRwEp99E>

Thank you for your continued commitment to your scholar's education at

DC Scholars Public Charter Schools!