



# SUMMIT PUBLIC SCHOOLS

Board of Education • 14 Beekman Terrace • Summit New Jersey 07901-1702 • 908-918-2100

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Mrs. Jennifer McCann, Director of Education

March 17, 2020

Dear Summit Parents/Guardians,

Yesterday, the Summit Public Schools entered uncharted territory with implementing a virtual learning plan for all students. Though any new endeavor will have its share of challenges, I can confidently report that feedback from the first day was overwhelmingly positive. I would like to take the opportunity to thank our wonderful staff, families, and students for their tireless effort and dedication to learning for all.

***Family/School Communication:***

We recognize that, during this period of Virtual Learning, communication is essential. Therefore, I will be providing you with weekly information via Honeywell email. This will include developments and revisions to our learning plan, as well as updates from the New Jersey Department of Education regarding the prolonged closure, standardized testing, and other important information.

Likewise, we appreciate your feedback. We encourage you to maintain communication with us. If you have any questions, concerns, or gratitude to share, please email your child's teacher or building principal. Please keep in mind that teachers will check their Google Classrooms and email several times a day, but are not expected to be online continuously. Rest assured your communication will be responded to as quickly as possible.

***Technology Update:***

We have received several questions regarding what to do if there is a problem with a District-issued Chromebook. At this time, we are unable to provide services to fix devices. If this occurs, please use a personal device.

Starting Monday, March 23, 2020, teachers and students will have the opportunity to video conference via Google Meet or Hangout, if needed. If your child decides to utilize this tool and you would like your child to participate, please review, sign, and email the attached permission slip. If you cannot print and return the form, please send an email to your child's teacher stating that you have read and agree to the terms of the permission slip. For middle and high school students, please copy all of your teachers on the email so they are all aware of your decision.

***Information on Internet Access for All:***

If you are in need of internet access to support Virtual Learning at home, several providers including Comcast, Verizon, and Spectrum are now offering two months of free services. If you are interested in learning more, please visit our Facebook page or Technology Department website: <https://technology.summit.k12.nj.us/> for further information.

Thank you sincerely for your support. Be safe and stay healthy.

Warmest regards,

*Jennifer McCann*

Jennifer McCann

## PARENT/GUARDIAN CONSENT FORM AND RELEASE FOR VIDEO/AUDIO CONFERRING

(Summit Public Schools Consent Form A2020)

This parental consent form is provided to both inform you and to request your permission for your child/children to participate in video/audio conferencing for the purpose of continuing their educational pursuits during the closure of Summit Public Schools. These online conferences are intended for instructional purposes only.

During video/audio conferences, students will be visible/audible to other participants (students and Summit Schools staff) in the conference session. It is also possible that others in the participants' households may see or hear the participants.

For the duration of any video/audio conference, participants are expected to act in a school-appropriate manner. Regular school rules and consequences will apply. In the event of inappropriate behavior, a student may be removed from a call and disciplinary action may be taken.

Please check one of the following:

I/We GRANT permission and consent for our child to join and participate in the video/audio conferences conducted by Summit Public Schools staff. I/We understand that in choosing to join each such conference, our child is agreeing to act in accordance with the rules/policies/procedures of Summit Public Schools. I/We understand that should our child fail to follow said rules/policies/procedures that (s)he may be removed from the conference and disciplinary action may be taken. As the child's parent or legal guardian, I/We agree to release the Summit Board of Education and its members and employees from all liability resulting from or relating to our child participating in the video/audio conference.

I/We DO NOT GRANT permission for our student to join video/audio conferences conducted by Summit Public Schools staff.

Student's Name (print) \_\_\_\_\_  
Student's School (print) \_\_\_\_\_ Grade (print) \_\_\_\_\_  
Signature of Parent/Guardian (sign) \_\_\_\_\_  
Relation to Student: \_\_\_\_\_  
Date: \_\_\_\_\_

If you, as the parent or guardian, wish to change your child's permission status, you may do so at any time in writing by sending an email to the teacher and principal of your child's school.

**Take a digital picture of this completed document and email it to the requesting teacher.** If you cannot do this, then send an email to the teacher that states the name of your child and includes the following line: "I/We GRANT permission and consent for our child to join and participate in the video/audio conferences conducted by Summit Public Schools staff in accordance with the stipulations of Summit Public Schools Consent Form A2020."

**Teachers will keep this document/email as a record of your  
consent.**