



GREAT NECK PUBLIC SCHOOLS

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Teresa Prendergast, Ed.D.
Superintendent of Schools

April 26, 2020

Dear Parents/Guardians,

The Great Neck Public Schools and the Great Neck Teachers Association jointly announce that videoconferencing is now included among our approved methods of instruction for remote learning. PreK - Grade 12 teachers are now permitted to conduct live online meetings with classes at their professional discretion.

During the remainder of the school closure, Great Neck teachers, support service staff, and teaching assistants may deliver lessons, conduct meetings, and provide educational services using one of our two sanctioned videoconferencing platforms, Google Meet or Zoom. They may also continue to utilize previously approved methods of remote instruction including live online audio meetings, chat rooms, whiteboarding, screen sharing, recorded videos, recorded screencasts, digital platforms such as Seesaw and Google Classroom, and various educational apps, websites, and online resources. We are so proud of the outstanding job our teachers have done delivering remote instruction using a wide variety of instructional approaches and we are pleased to be able to add another best practice at this time.

Live video had previously been omitted due to privacy and security concerns. To ameliorate those concerns, we have sought legal advice regarding privacy laws such as FERPA and Education Law 2-D and developed the following remote education guidelines for students and parents:

- Remote education includes synchronous and asynchronous audio and video methods of instruction.
- The word “content” below refers to audio, written, visual, photographs, videos, screens, screencasts, or chats, etc.
- Applicable laws and Board Policies apply to remote education just as they apply in the classroom.
- Social media platforms (i.e. Facebook, Twitter, Instagram, SnapChat, TikTok, etc.) are prohibited. Users are advised to maintain a separation between their personal lives and their professional responsibilities.

- Remote instruction content is the property of the school district. The following actions are prohibited, and violations will be investigated and may result in disciplinary actions:
 - Recording the content is prohibited.
 - Altering the content is prohibited.
 - Sharing the content is prohibited.
 - Posting the content is prohibited.
 - Otherwise distributing the content is prohibited.
 - Adults cannot record, alter, or distribute remote instruction content in any form.
- Parents should provide a quiet, yet supervised space in a distraction-free location, if available.
- Behavioral expectations are the same for remote education as they are in the classroom.
- Each live audio and video session may be ended at the professional discretion of the teacher.
- Misbehavior and/or violation of these guidelines is prohibited and may result in consequences including the removal of individual students from a live videoconference session.
- Students should mute their microphone when not speaking during a live online video meeting.
- Consider providing your child with headphones or earbuds to help them focus and tune out distractions.
- Students should use school platforms for their intended educational use as directed by their teacher.
- Personal items in the background of the camera should be kept to a minimum.
- Parents are discouraged from observing live classes in progress unless it is necessary to supervise your child to keep him or her on task. Please do so without interrupting the lesson or distracting your child.
- Be mindful of the fact that live lessons or recorded responses can unintentionally broadcast activities in your home.

We acknowledge and appreciate all of the comments submitted by parents in the UPTC Parent Survey and submitted to the Board of Education prior to its last meeting. We continue to be concerned for the social-emotional well-being of everyone in the Great Neck school community. Both students and teachers are missing the interactions between and among their classmates and teachers during the isolation caused by the school closure. While live video cannot replace face-to-face instruction in the classroom, we believe videoconferencing implemented with the above guidelines can be an effective tool in our teachers' toolbox as we move into this next phase of remote education. Thank you for your understanding and patience as we worked to arrive at this result.

Sincerely,

Dr. Teresa Prendergast, Superintendent of Schools
 Mr. James Daszenski, GNTA President