



# West Orange Public Schools

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**Assistant Superintendent for  
Curriculum and Instruction**

**Mrs. Eveny de Mendez**

September 10, 2020

Dear West Orange School Family,

Welcome Back to Fall Virtual 2020! We are excited to begin the new school year, reconnect with our students and families, engage in quality teaching and learning experiences via our virtual platforms, and see some of our students, in-person, during the various activities and orientations that have been set up over the next few months.

Linked, you will find the [West Orange Public Schools: The Road Back Guidebook for Students & Parents](#). The guidebook is designed to detail the Fall Virtual 2020 instructional plan, including answers to our most frequently asked questions.

The First Day of School is Monday, September 14, 2020! Our teachers have spent this week preparing to receive our learners and team West Orange is ready! Below are a few information points you will need in order to ensure students are ready to log in to their Google Classrooms and Zoom links on Monday morning to participate in their “live” classes.

## **Kindergarten Students**

Kindergarten Orientation will be held the week of September 14th for all kindergarten students plus one parent. Schools will send home invitation letters with specific dates, times, locations and activities planned for Kindergarten Orientation days.

In addition to the school-based scheduled activities, students and parents can expect to receive their Chromebooks and Clever Badges, as well as learn how to log on to their Google Classroom and Zoom meetings.

Parents can expect to receive a Week 1 Newsletter, outlining the student’s daily assignments for the week of September 14th. These assignments will not be virtual and will not require students to login to their Google Classrooms, since Kindergarten Orientations and technology distribution will be underway.

Kindergarten students will begin their first virtual class via Zoom on Monday, September 21st at 9:00 AM. This will give parents time to attend the Kindergarten Orientation, become familiar with the login process, and pick-up instructional materials.

### **Grades K-3: Clever Badges\***

Students in *Kindergarten through Grade 3* will use a personalized Clever badge each morning to log into their district issued chromebook using the camera. Please watch [this video](#) to see how your student can use their badge to sign in.

### **Grades 1-12**

Students in Grades 1-5, will begin their first day of virtual instruction on Monday, September 14th.

### **Preschool through Grade 12\*\***

Students in Preschool through Grade 12 will use Google Classroom and Zoom for synchronous and asynchronous instruction. Students may access their Google Classroom and Zoom links by following the steps below:

1. Go to [classroom.google.com](https://classroom.google.com)
2. Click "Join" on my classroom page
3. Enter the class by clicking on the class name
4. Go to the classwork tab and find the "Zoom Link" topic. Click on the link at the designated time. Your student will be prompted to "Sign in with Google" and enter their name. Your student will not be able to join our Zoom call until the teacher starts the class.

\*If you have not received your student's Clever Badge (Grades K-3) by Monday, September 14th, select "Sign in with a different account" on the home screen and then log in with your child's credentials.

\*\*A letter indicating Student Login Credentials for all students in Kindergarten through Grade 5 will be sent via email. The login will include the student's username (email address) and password. If parents (PreK-5) or students (6-12) have not received their student login credentials via email by Friday, September 11th, please contact your child's school.

### **Please Join Your Google Classrooms**

It is important that students join their Google Classrooms as soon as possible. Parents, please encourage your child to do so prior to Monday so that you can communicate with your school if you need any assistance.

*Thank you!*

We hope that each of our school families are well and continue to find themselves in good health and spirit and look forward to what we believe will be a promising school year.

Professionally yours,



Eveny de Mendez

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