

# Babylon Union Free School District

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September 3, 2020

Dear Parents/Guardians,

Today's letter provides information on an area that has become a large part of our educational lives over the last few months: technology. With our 1-to-1 device initiative already in place, we were able to support remote learning last spring for all Babylon students, K-12. Our IT Department, under the direction of Mr. David Dileo, has been working tirelessly all summer to merge the feedback from our families with the technological improvements our platforms offer for an enhanced learning experience for our students this school year. Outlined below are key points related to our technology plan this year including device distribution, upgrades, and opportunities for parent training. In addition, please refer to the attachments that provide further details and helpful information.

## **Student Devices and Platforms**

- Every Babylon student K-12, whether on a remote learning plan or attending school in person, will receive or has received a computing device.
- Each student's device is configured specifically for the child and comes with all necessary software, a power supply, and a mouse.
- Microsoft continues to be our central technology platform. All student devices operate using Windows.

## **Virtual Students**

### *Device Pick Up*

The IT Department has scheduled appointments for device pick up with families choosing remote learning for their children. If you selected remote learning for your child and do not yet have an appointment, please contact the IT Department directly at (631) 893-7983.

### *Teacher Welcome*

Our virtual teachers will reach out to their students prior to the first day of school to offer a welcome and guidance on how to connect on the first day of school.

## **In Person Students**

### *Kindergarten*

Kindergarten devices will be **introduced to parents and students on your scheduled Kindergarten Orientation day**, September 10<sup>th</sup> or 11<sup>th</sup>.

### *First and Second Grade*

**Our first and second grade students should bring their devices and chargers with them on the first day of school and throughout the year.** Our tech department will be swapping out their old devices for new devices over the first part of the year. We will inform parents about the switch so there is no surprise when the new device comes home in a backpack.

### **Daily Transport of Devices**

All students **will need to bring their devices to and from school each day**. Equipped with a device at home each night will ensure that instruction can continue even if schools shift to virtual instruction due to an excessive heat index above 90°F. The call for school closures due to heat will come from the Superintendent's Office.

### **Technology in the Classroom**

Our teachers will begin working with students in the first few weeks of school to familiarize them with the operation and management of their devices. We hope that establishing these procedures with students in person will help ease the transition to virtual instruction at any time, if needed.

### **IT Training**

The IT Department will be holding several virtual trainings for parents offering an overview of the basics of the student device. We hope these sessions will help families better familiarize themselves with the student device as an instructional tool. More information will be released directly from the IT Department on the details of these trainings.

### **IT Department Updates**

- The K-6 Technology subcommittee developed two resources that are attached to this email. The documents **offer further information about the updates to our technology**. One is an overview of the main updates while the other offers a more detailed explanation.
- IT Updates will now be included in the principal's weekly eblasts.
- For regular IT Updates please visit the [IT Department website](#).

### **IT Department Support Forms**

- IT offers a [Support Form](#) for families. This form can be found on the [IT Department website](#) and will be regularly included in the principal's weekly eblasts for ease of access.

Thank you for your attention to these technology upgrades and expectations for the new school year. We learned last spring that virtual learning has many working parts. We hope that our students, whether starting the year with us remotely or here in the building, will enjoy hearing a little more about online learning through this read aloud: [A Little Spot Learns Online](#). Enjoy!

Sincerely,



Travis Davey  
Principal  
Babylon Elementary School