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## **“SPIRIT” the Seahawk**

**Sunderland Promotes Integrity, Responsibility, Independence & Trust**

September 13, 2020

### **News this week**

- Material Pick up- Thursday, Sept 17<sup>th</sup> and Friday, Sept 18<sup>th</sup> from 10:00AM-7PM each day
  - We will have a distribution of materials that students will use during their learning. Not all the materials we ordered have arrived but we will have a monthly distribution so we will have other items later in the month and moving forward.
  - Parents will park in the school lot, walk to their grade level table and receive the Emergency form, Video Recording Form and Statement of Understanding Form. The Emergency Form needs the information to be verified. The other forms have been sent home, but we are still missing more than 50% of the school so we will provide them for you to sign.
  - Once the forms are completed and returned, you will be able to pick up your student’s materials.
  - If you have questions, please let Ms. Kasulke know at [kasulkep@calvertnet.k12.md.us](mailto:kasulkep@calvertnet.k12.md.us)
- If you are a family needing a SECOND DEVICE because you have multiple students in your household, CCPS is offering them to you! Please contact the Help Desk. Here’s an announcement that went out regarding device support:

Our Department of Information Technology has compiled responses to some of the questions we have received most frequently since school opened. They are available on our main website under the Quick Links section or via this direct link:

[https://www.calvertnet.k12.md.us/departments/information\\_technology/it\\_program\\_information/technology\\_support](https://www.calvertnet.k12.md.us/departments/information_technology/it_program_information/technology_support).

We thank you for your patience as our department has worked diligently to help students and families.

The best way to get help is to email [CCPSDeviceHelp@calvertnet.k12.md.us](mailto:CCPSDeviceHelp@calvertnet.k12.md.us). Please provide the student’s name, student ID, grade, and school.

Or reach us via phone at 443-550-8146.

#### Phone Hours

Monday-Thursday from 8 a.m.–8 p.m.  
and Fridays from 8 a.m.–4 p.m.

- FRIDAYS are Spirit Days! Have students wear their Seahawk Spirit Wear or school colors of Blue and White!

### **Past Information**

It was a wonderful start to the new school year! We are all learning a lot about this virtual world and what works and what doesn’t overall, we have heard from some parents that it went smoother than expected! Here’s a few bits of information that we have discovered to help through this adventure:

- Microsoft Teams works best on a laptop with the downloaded version. All students can download it from their Office 365 account.
- If you are using a tablet app or the web version of Teams, the features will be limited. For example: when the teacher shares her screen, you may not be able to view it.
- All requests for IT related assistance should be sent to either [ccpsdevicehelp@calvertnet.k12.md.us](mailto:ccpsdevicehelp@calvertnet.k12.md.us) or call 443-550-8146. You will need your student's ID# which is their lunch number, as well.
- If you are a new student or in need of a laptop, please contact the help desk.
- The Teams classrooms are restricted and the teacher will "admit" each student in. If a student leaves the meeting, it may take time for the teacher to readmit the student. Most teachers have two screens but when they are sharing their screen, they can not see the "lobby" to readmit students. Late entrance and readmittance may take a while.

Please never hesitate to contact the teacher or the office for help or to ask questions. We are all here to help in any way possible! ~Pam Kasulke, Principal

- Please remember to return the Statement of Understanding, Video Recording Form and any other applicable forms that we sent last week. Return the forms to [sesforms@calvertnet.k12.md.us](mailto:sesforms@calvertnet.k12.md.us)
- We are still waiting for materials to arrive so we will let you know when we are going to have the student kit pick up. If supplies arrive by Wednesday, we will aim for Friday as one day and we will offer a second day the next week. Stay tuned!
- The Home Access Center (HAC) is your tool to monitor your student's progress. One feature that is helpful is where you can schedule a weekly report to be sent to you automatically showing all grades. You can also set it up to send you an alert if a grade is entered that is below a set amount. For example, if you want to know when your child receives below a 75%, you can set it! Check it out!
- Students in grades 1-5 are the students with HAC accounts. Below is the email that was sent by CCPS a few weeks ago to set up your account if you are new or returning and you didn't know your password.

To further secure Home Access Center (HAC) credentials and in accordance with best practices and student data governance protocols, CCPS has modified the process for Home Access Center logins and passwords.

HAC Accounts for Students in grades 6-12 will be switched to LDAP authentication. This means that, beginning on August 25, students will access HAC by using their Office365 email account credentials (username/email address e.g. [S12345@calvertnet.k12.md.us](mailto:S12345@calvertnet.k12.md.us) and password). We will email students in grades 6-12 this information. There will be no challenge questions for students in HAC. Elementary school students do not have HAC accounts.

Guardians with existing HAC credentials will continue to login to HAC using their current credentials. These parents will see no change. If you do not remember your HAC login credentials, please navigate to the HAC login page and use the *Forgot my Username or Password* link. If this does not work for you, please contact your child's school.

If you are new to Calvert County Public Schools or if you have never logged into HAC, you will self-register to obtain a HAC account starting on August 25. On or after that date, please navigate to the HAC login page and use the "***Click Here to Register for HAC***" link.

- Self-registration requires an email address in CCPS' Student Information System.
- You will be prompted to enter their First Name, Last Name, City, and Zip.
- You will receive an email with an access code which can be used to login for the first time (you may need to check your spam or junk folder).
- You will then choose your own username and password for HAC.

- If the First Name, Last Name, City, and Zip entered match multiple contacts, you will also be prompted to enter your email address for matching.
- If this does not work for you, please contact your child's school and they will assist.

Please also note that guardians will not receive a Schoology account unless they have a registered HAC account.

Beginning on August 25, the updated HAC User Manual for the 2020-21 school year will be available on the HAC Login page. The manual has also been attached to this email.

The HAC Login page may be accessed via the Students and/or Parents tabs of Calvertnet or may be accessed directly via: <https://hac4.calvertnet.k12.md.us/HomeAccess/Account/LogOn?ReturnUrl=%2fHomeAccess>