

Students

<p>Synchronous vs Asynchronous</p> <p><i>Synchronous = "live" teaching and learning virtually in real time</i></p> <p><i>Asynchronous = recorded lessons and assignments pushed to students</i></p>	<ul style="list-style-type: none"> • Direct instruction may either be "live" and/or recorded and shared with you in Schoology • Teachers may ask to meet with your class "live" on Monday-Tuesday and Thursday-Friday (see virtual class schedule) • Homeroom classes will meet "live" every Wednesday – your teacher will provide additional information • Mondays and Thursdays = A days, Tuesdays and Fridays = B days
<p>Assignments</p>	<ul style="list-style-type: none"> • Read all directions and examples • Pay attention to due dates and complete assignments on time • Follow virtual class schedule by teacher direction • Communicate with your teacher if you turn in a late assignment per your team or teacher's directions • Independent work may be assigned on Wednesdays
<p>Classroom Meetings</p>	<ul style="list-style-type: none"> • Will be held through Google Meet or Schoology Conferences • Class meeting links should not be used for student-only meetings; all meetings should have teacher supervision • Be on time and stay until the end • Enter meetings with yourself muted • Keep yourself muted while others are talking • Follow teacher directions on how to "raise your hand" • Use the chat features appropriately • Be an active participant
<p>Communication</p>	<ul style="list-style-type: none"> • Schoology Messaging • Email: <ul style="list-style-type: none"> -check your email frequently -teachers are not able to return emails immediately; do not expect responses outside of "school hours" -recheck all written directions prior to emailing questions -be detailed and as clear as possible in your request
<p>Organization</p>	<ul style="list-style-type: none"> • Keep track of assignments using your school planbook • Reference Schoology calendar and/or team calendars for due dates • Organize your Google Drive files – utilize folders

Environment	<ul style="list-style-type: none"> • Be aware of what is in the background during live class meetings and recordings • Find a quieter place to work, especially during class meetings • Wear school appropriate clothing during live meetings and video recordings
General Expectations	<ul style="list-style-type: none"> • Attendance is required for all class meetings during the daily scheduled time • School rules regarding general student behavior still apply • The Commitment Process will be used to address students who fail to comply with academic and behavioral expectations • Be a good digital citizen

Virtual Class Schedule

Monday (A) – Tuesday (B)		Wednesday	Thursday (A) – Friday (B)	
Homeroom	8:00-8:20AM	Work independently - teachers are available, as needed Homeroom Class Meeting: afternoon time determined by Teacher	Homeroom	8:00-8:20AM
1 st Hour:	8:25-9:05AM		1 st Hour:	8:25-9:05AM
2 nd Hour:	9:15-9:55AM		2 nd Hour:	9:15-9:55AM
3 rd Hour:	10:05-10:45AM		3 rd Hour:	10:05-10:45AM
4 th Hour:	10:55-11:35AM		4 th Hour:	10:55-11:35AM
BREAK/LUNCH	11:35-12:05PM		BREAK/LUNCH	11:35-12:05PM
5 th Hour:	12:05-12:45PM		5 th Hour:	12:05-12:45PM
6 th Hour:	12:55-1:35PM		6 th Hour:	12:55-1:35PM
7 th Hour:	1:45-2:25PM		7 th Hour:	1:45-2:25PM

Teacher Availability

Monday (A) – Tuesday (B)	Wednesday	Thursday (A) – Friday (B)
7:00-8:00AM: Teacher collaboration, small group work, and office hours	AM: Teacher collaboration, planning, office hours, small group work	7:00-8:00AM: Teacher collaboration, small group work, and office hours
8:00-2:25PM: Teachers are teaching and may be unavailable	PM: Homeroom meeting, teacher collaboration, planning, office hours, small group work	8:00-2:25PM: Teachers are teaching and may be unavailable
2:25-2:55PM: Office hours		2:25-2:55PM: Office hours