Synchronous E-learning Procedures

Expectations

Teacher

- Conduct "class" virtually during the following times (including specials):
  - Elementary: 9:00am-1:00pm and 6:00pm-7:00pm (not synchronous at the 6:00pm-7:00pm time-only the 9:00am-1:00pm)
  - Middle/Senior High School: Follow 2 Hour Delay Schedule (10:00am-3:10pm)and 6:00pm-7:00pm (not synchronous at the 6:00pm-7:00pm time-only the 10:00am-3:10pm)
- Be available by email for students during the hours of the regular school day (7:45am-3:15pm)
- Consider recording lessons and post in Google Classroom for later viewing if principal requests
- Answer student/parent questions within designated work hours and in a timely manner
- Submit grades within 3 days for class lesson (participation/actual scores)

Student

- Log into your Google account and **actively** participate with class at assigned time(s). This is for your participation and grades. Cameras are to be turned ON during class.
- Email teachers during assigned time if you have any questions
- Follow classroom procedures and expectations
- Lifewise does not meet during any E-learning day.

Parent/Guardian

- Make sure your child completes all assigned work in a timely manner
- Make your child accountable for their learning. Students should complete their own work. Parents can help and guide your child through assignments but students should be doing the work themselves
- Email teachers during the assigned teacher work hours if you have any questions.
- Reminder: Teachers have set work hours for a purpose so please be respectful of their personal family time.
- **If you do not have internet access, you must contact your child's teacher.**

Elementary Specials

Students will have the same special during a synchronous day as if they were in the building, for the most part. Special times have been adjusted to fit into the 9:00 am-1:00 pm time frame. ***The Specials teachers will join the grade level teacher's Google Classroom to teach their lessons.***

	Teacher	Monday	Tuesday	Wednesday	Thursday	Friday
9:05-9:35	**6M Minnick**	Music	PE	Teacher Directed	Art	STEM 12:35-1:00
9:05-9:35	**6K Kiersma**	STEM 12:35-1:00	Music	PE	Teacher Directed	Art
9:05-9:35	**5G Gudas**	Art	STEM 12:35-1:00	Music	PE	Teacher Directed
9:05-9:35	**5A Atteberry**	Teacher Directed	Art	STEM 12:35-1:00	Music	PE

9:40-10:10	**KG Gutwein**	PE	Teacher Directed	Art	STEM 11:25-11:55	Music
9:40-10:10	**KM Marrs**	Music	PE	Teacher Directed	Art	STEM 11:25-11:55
9:40-10:10	**1B Bernal**	STEM 11:25-11:55	Music	PE	Teacher Directed	Art
9:4-10:10	**1H Heims**	Art	STEM 11:25-11:55	Music	PE	Teacher Directed
10:15-10:45	**2L Lytle**	Teacher Directed	Art	STEM 11:25-11:55	Music	PE
10:15-10:45	**2S Schlatter**	PE	Teacher Directed	Art	STEM 12:00-12:30	Music
10:15-10:45	**3B Ball**	Music	PE	Teacher Directed	Art	STEM 12:00-12:30
10:15-10:45	**3A Applegate**	STEM 12:00-12:30	Music	PE	Teacher Directed	Art
10:50-11:20	**4B Boss**	Art	STEM 12:00-12:30	Music	PE	Teacher Directed
10:50-11:20	**4G Green**	Teacher Directed	Art	STEM 12:00-12:30	Music	PE

Asynchronous E-Learning Procedures
(Traditional ELearning)

Expectations

Teacher

- Have assignments posted by 9:00 a.m or one hour after we receive the cancellation call that comes from having a delay.
- Be available by email or phone for students during the hours of 9:00 am - 2:00 pm and 6:00 -7:00 pm.
- Track student attendance by tracking student engagement in lessons. Students should be reaching out to signal their attendance
- Answer student/parent questions within your designated work hours and in a timely manner.
- Submit grades within three days for the elearning assignments (Participation/actual scores).

Student:

- Log into your Google account and complete the assigned tasks. Remember this is part of your attendance and grades.
- Email teachers during the assigned time if you have any questions.
- Lifewise does not meet during any E-learning day.

Parent/Guardian:

- Make sure your child completes all assigned work in a timely manner.
- Make your child accountable for their learning. Students should complete their own work. Parents can help and guide your child through the assignments.
- Email teachers during the assigned teacher work hours, if you have any questions.
- Reminder: Teachers have set hours for a purpose and please be respectful of their personal family time.
- **If you do not have internet access, you must contact your child's teacher.**

Elementary Specials: See schedule below.

	Teacher	Monday	Tuesday	Wednesday	Thursday	Friday
9:05-9:35	**6M Minnick**	Music	PE	Teacher Directed	Art	STEM 12:35-1:00
9:05-9:35	**6K Kiersma**	STEM 12:35-1:00	Music	PE	Teacher Directed	Art
9:05-9:35	**5G Gudas**	Art	STEM 12:35-1:00	Music	PE	Teacher Directed
9:05-9:35	**5A Atteberry**	Teacher Directed	Art	STEM 12:35-1:00	Music	PE

9:40-10:10	**KG Gutwein**	PE	Teacher Directed	Art	STEM 11:25-11:55	Music
9:40-10:10	**KM Marrs**	Music	PE	Teacher Directed	Art	STEM 11:25-11:55
9:40-10:10	**1B Bernal**	STEM 11:25-11:55	Music	PE	Teacher Directed	Art
9:4-10:10	**1H Heims**	Art	STEM 11:25-11:55	Music	PE	Teacher Directed
10:15-10:45	**2L Lytle**	Teacher Directed	Art	STEM 11:25-11:55	Music	PE
10:15-10:45	**2S Schlatter**	PE	Teacher Directed	Art	STEM 12:00-12:30	Music
10:15-10:45	**3B Ball**	Music	PE	Teacher Directed	Art	STEM 12:00-12:30
10:15-10:45	**3A Applegate**	STEM 12:00-12:30	Music	PE	Teacher Directed	Art
10:50-11:20	**4B Boss**	Art	STEM 12:00-12:30	Music	PE	Teacher Directed
10:50-11:20	**4G Green**	Teacher Directed	Art	STEM 12:00-12:30	Music	PE