



NEWLY REVISED (3/16/20)

SJS ONLINE CLASSROOM PLAN

School Office:

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School Principal:

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Preschool Director:

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3rd Grade Teacher:

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4th Grade Teacher: (temp)

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5th Grade Teacher:

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6th Grade Teacher:

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7th Grade Teacher:

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8th Grade Teacher:

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St. Joachim School

310 North "I" Street

Madera, CA 93637

Every new SJS student (Kindergarten-8th Grade) receives a designated Chromebook, Google Classroom account & email at registration. These accounts are set up according to the anticipated year of graduation.

All of our teachers have gone through extensive training on Google Classroom and various Apps that assist in online learning.

Friday, March 13, 2020 we had noon dismissal and sent all our students home with a Chromebook and their class set of books. We informed our families that each teacher would be contacting them regarding the online learning program which their teacher has set up in order to continue the curriculum during this time.

PARENT SUPPORT:

St. Joachim School is committed to the education of our children especially during the state of emergency caused by the COVID-19 virus. We have established a plan to continue providing our children their education through virtual means. The following services will be provided during the time that our students are homebound.

In the event that SJS is required to conduct lessons online, consider your child's attendance required. Our teachers will monitor their students' attendance virtually. Various means of attendance are as follows:

- * Live video sessions
- * Google Classroom
- * Online Chat

Parents can assist their children by making them aware of the various ways in which our students' attendance is required and monitored for any class.

Parental support in this online learning is essential for the success of your child's continuous learning during this time. We will provide several ways that will help you to make this time as beneficial as possible.

CREATING A LEARNING SPACE & SCHEDULE

Routine and providing an intentional environment where learning can take place is essential.

Create a schedule that will clearly indicate the time, duration, and content of any video sessions.

Contact your child's teacher with any questions you might have during this process that will help your child in his/her success.

Creating a schedule for learning and sticking to it will lead to success. Make sure that these daily routines include breaks for lunch and exercise.

Creating a learning environment

Dedicating a place that is free of distractions such as the television and is separate from your child's bedroom will also help your child understand the expectations during this time for learning. This will also allow parents to monitor the learning process.

Sample Schedule for Online Learners:

07:30 AM - Rise and Shine

08:15 AM - Organize learning space, turn on computer/device, log into Gmail

08:30 AM - Review daily Gmail announcement from teacher(s) and get necessary learning materials (books, workbooks, etc.)

08:45 AM - Engage in a virtual session or chat session or video tutorial on whatever the topic is for the day

09:30 AM - Begin assignments

10:00 AM - Take quick stretch and nutrition break

10:15 AM - Return to assignments, keep working, document learning in whatever way is required

11:00 AM - Check Gmail for any additional announcements

11:15 AM - Lunch and movement (Walk. Dance. Do exercises. Run. Follow an online workout routine.)

12:00 PM - Return to assignments, keep working, document learning in whatever way is required

01:00 PM - Engage in another virtual session or chat session or video tutorial or whatever has been assigned

01:45 PM - Take a quick stretch and nutrition break

02:00 PM - Return to assignments, keep working, document learning in whatever way is required

03:00 PM - Summarize learning in whatever way teacher(s) have requested, and submit learning evidence online

03:45 PM - End of full day of virtual learning

The process of online learning will take some time to get comfortable with, and to develop ways that will make this time most meaningful. Keeping focused on the task at hand is an essential element that will need to be developed, and what works for one child may not be the same of yours. This is where parental supervision will help to make this time as productive as possible for your child. Communicate with your child's teacher to get advice if your child is having difficulty focusing. Perhaps, the teacher might be able to give you some tips along the way.

Tools & Materials for Learning:

Students will need to be prepared when learning in an online platform. Online learning requires more than merely a device. Please make sure that part of your child's learning environment includes the following:

- Textbooks, composition notebooks, and other necessary curriculum resources which your teacher has provided.
- Pencils, pens, and paper.
- A cell phone, calculator, iPad, or computer with a camera which can be use to take pictures of the student's work and/or to record videos for learning demonstrations.

There may be more items that your child's teacher requires so please make sure you consult them.

Sharing your student work with Teachers:

All SJS students have Gmail accounts for participating in Google Classroom, as well as for communicating and transmitting work to their teachers. Students need to check their email daily for messages, and learning expectations from their teacher. Younger students may require assistance from their parents in this process. Also, check with your child's teacher for other means of communication that they may wish to employ. Students may be asked to participate in the following:

- Complete a Google Quiz.
- Submit a document to their personal Google folder;
- Take a picture of their work and upload it into Google folder or email it to their teacher;
- Record a video that show how they are able to do something; email a message summarizing their learning.
- Engage in a Chat session;
- Engage in an online video.

Each teacher may have their own unique method of inviting students to share their learning. Please take the time to communicate with your child's teacher and be clear on the methods they will be using to support their student's learning.

Checking on Student's Progress:

Checking on your child's progress will be pretty much the same as usual. Check the online gradebook and stay in close contact with your child's teacher.

Creating a Support Network for Unique Circumstances: How Students participate in meaningful engagement online.

Online learning can take many forms today, such as:

- Computer, Ipad, or phone;
- Email or text;
- Face Time, Goggle Hangout, SeeSaw, or Skype;
- Video recordings or picture taking;

Today there are a multitude of ways for virtual learning to happen. SJS will be engaging in a variety of applications over the next two weeks. Our teachers will provide our students and parents with detailed instructions on how they can access this learning while at home. We are excited about the possibilities for future educational opportunities.

Recent Updates (3/17/20):

SJS has decided to establish consistent guidelines for all grade during this time of virtual classroom attendance.

- All assignments will be posted daily by 08:00am for that day only.
- We ask that you not have your child work ahead, as this is not “homework”. It is rather, a virtual classroom where your child’s attendance will be required and necessary daily.

We are aware that some parents will only be able to help their children when they get home from work, this is why we have decided to make **all assignments due by 10:00 p.m. the following day**. This is mandatory for all grades.

Each teacher has been directed to be very clear on how each assignment is to be submitted (i.e. Google classroom, email, etc.) Parents can take a picture of an assignment and submit. There are also a number of scanner apps that you can download on to your phone or devices (Scanboot, Geniuscan, etc.)

The Goal:

St. Joachim School has as its goal for this time to create the most meaningful instruction possible for your children, as well as, to provide the ability to get each assignment done in a timely manner. Please let us know how we can help you in anyway.

Financial Matters:

As we have already notified you, K-8th tuition will not be rebated, refunded or otherwise changed during this time. Our instruction is still being provided to your children; it is just in a different form.

Extended Care and Preschool fees for the month of March will be prorated on your April bill. The reason for this is that most people have their ACH pulled on either the 1st or the 15th.

If there are any future corrections need to be made this will occur in April.

Ms. D will be available by email: dlopez@sjoachim.org, or by cell phone (209) 769-8567. Please fee free to contact her any time.

