

All About AIR Time

Consequences

Consequences will be assigned if a student:

- does not attend a course – 5 days lunch detention
- does not attend a Priority Session – 1 day lunch detention
- attends a course not applicable to student (i.e. band student attends choir AIR Time) – teacher will not allow entry
- loses AIR Time folder - \$1.00 replacement fee

Links

View Student Sessions

<https://sites.google.com/pasadenaisd.org/rmsstudent>

Submit Teacher Sessions

https://docs.google.com/forms/d/e/1FAIpQLSeFr-NsqmxUsfy7RZuVwp5iT1Z_AeFIOBwdvZcqv0urJzslig/viewform

Edit Teacher Sessions

<https://sites.google.com/pasadenaisd.org/rmsteacher>

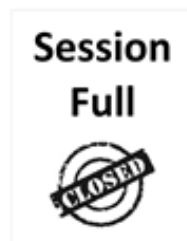
Priority Sessions

- Teachers notify students required to attend a Priority Session on Thursdays by initialing their AIR Time Itineraries.
- Teachers also send an Outlook calendar invitation to all students invited to Priority Sessions through the “Priority AIR Time - Fifth Grade” or “Priority AIR Time - Sixth Grade” Outlook calendar. This will not only notify students that they have been selected for a Priority Session, but it will also provide all faculty members with a list of students invited to Priority Sessions.

Session Capacity

- Priority Sessions (12-15)
- Non-Priority Session (15-20)

Place pink “Session Full” sign on door and close door when session reaches capacity.



Student Procedures

- Students and parents view AIR Time Itinerary electronically Wednesday afternoon.
- Students select remaining courses on Destination Time Itinerary on Friday in SS.
- When the AIR Time bell rings:
 - Open AIR Time folder to AIR Time Itinerary, gather belongings and go to an AIR Time session with AIR Time folder in hands.
 - If chosen for a Priority Session, refer to folder and report to Priority Session.
 - If not chosen for a Priority Session, refer to folder and report to first choice.
 - If session is full, refer to folder and report to second choice.
 - If student did not choose sessions, report to cafeteria.
 - Student must report to a session by tardy bell.

Substitutes

- Planned Absences
 - If you have a planned absence
 - on your Priority Day, please ask your PF to substitute for you.
 - on any other day, please submit a Take Flight and READ! session for your substitute and explain expectations.
- Unplanned Absences
 - If you have an unplanned absence
 - on your Priority Day, please ask your PF to substitute for you.
 - on any other day, please explain Take Flight and READ! session expectations and tell the substitute to notify students as they are entering during AIR Time that the session has been changed.

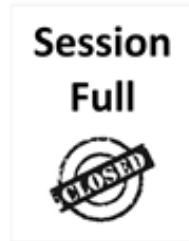
Teacher Procedures

- Give common assessment for an essential standard.
- Identify students for Tier 2 by student, by standard, by learning target at PLC on Monday or Tuesday.
- Teachers submit AIR Time sessions via Google Form by Wednesday at 12:00 PM.
- Teachers notify students required to attend a Priority Session on Thursday by initialing their itineraries and sending them an Outlook calendar invite.
 - Monday – SS
 - Tuesday – Math
 - Thursday – Reading
 - Friday – Science
- When AIR Time bell rings teachers:
 - With Priority Sessions place pink “Priority Session” sign on door, stand at entry of classroom and allow only students chosen for their Priority Session to enter classroom.



- Without Priority Sessions stand at entry of classroom and allow only students NOT chosen for Priority Sessions to enter classroom by checking their AIR Time folders.

- Will place pink “Session Full” sign on door and close door when session reaches capacity.



- When AIR Time tardy bell rings, teachers with Priority Sessions ONLY will verify that all students required to attend are present and send an email to Cathy Lucas with names of students who are not present. Cathy will ensure that students were present during first period and advise administration to locate students present in first period but not present in Priority Sessions.