

4-5 Teacher Supports

As we transition to fourth quarter, please keep the following in mind:

- ☐ Please utilize the CMS created Canvas shells.
- ☐ Check-in with students regularly via phone, email, or digital chat features. You now serve as a connection to other services for students and their families. Communicate any student/family needs with your school leadership in an effort to provide support to families.
- ☐ Communicate with your team, your school leadership and your PLC regularly to determine mastery and manage grading plans.
- ☐ Check your email and other communication formats for questions from families. Respond to students and parents within business hours.
- ☐ Collaborate with other instructional staff (i.e. EC, EL, TD, etc.) to ensure specialized instruction

Please consider the following resources to support learning:

- ☐ Familiarize yourself with the tasks in the Canvas shell for your grade level.
- ☐ Support Quarter 4 learning for students with access to a digital tool (phone and/or computer):
 - ☐ Check-In - Help students with learning by checking in through email or other communication formats, as available or needed.
 - ☐ Sample Conversation Prompts: How are you? Tell me what you are working on in the learning calendar. Let me explain this activity/task for you. What questions do you have?
 - ☐ Canvas Class Meeting - Conduct live class lessons for whole group or small group utilizing district resources from the Canvas shell.

SAMPLE Teacher Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00am-8:15am	Check Email				
8:15am-9:00am	Math Canvas Class Meeting	Check-in Time ❑ Student 11 ❑ Student 12 ❑ Student 13 ❑ Student 14 ❑ Student 15	Check-in Time ❑ Student 21 ❑ Student 22 ❑ Student 23 ❑ Student 24 ❑ Student 25	Math Canvas Class Meeting	Check-in Time ❑ Student 1 ❑ Student 2 ❑ Student 3 ❑ Student 4 ❑ Student 5
9:00am-9:15am	Break				
9:15am-10:00am	Check-in Time ❑ Student 1 ❑ Student 2 ❑ Student 3 ❑ Student 4 ❑ Student 5	Literacy Canvas Class Meeting	School-level Communication (Principal check-ins, content specialist collaboration, contact with social workers/counselors, etc.)	Literacy Canvas Class Meeting	
10:00am-10:15am	15-minute Break				
10:15am-10:45am	Check-in Time ❑ Student 6 ❑ Student 7 ❑ Student 8 ❑ Student 9 ❑ Student 10	Check-in Time ❑ Student 16 ❑ Student 17 ❑ Student 18 ❑ Student 19 ❑ Student 20	Science or Social Studies Canvas Class Meeting	Check-in Time ❑ Student 26 ❑ Student 27 ❑ Student 28 ❑ Student 29 ❑ Student 30	Check-in Time ❑ Student 6 ❑ Student 7 ❑ Student 8 ❑ Student 9 ❑ Student 10
10:45am-3:00pm	PLC Time, Check-In Time, Professional Learning Time.				

Frequently Asked Questions

What are my next steps after receiving information about the learning calendar guidelines?

- Review the [learning calendar](#)
- Prepare to manage remote supplemental learning for students with access to a phone or computer.
 - Consider developing a remote learning schedule (see above for sample)
 - Check-in with families regarding their technology access to determine if learning can be extended via phone (individually) or on a computer (small group).
 - Communicate your daily schedule with families.
 - Participate in district professional virtual learning sessions to facilitate live online learning.

When will the learning calendars be available?

Student work plans for each grade level will be available on the [Continuity Resource Hub](#) by March 30th. Teachers and families can access them on the CMS website by March 30th. *Example: [Fourth Grade Week 3](#)*

Who will be printing the packets/learning calendars for students?

Schools can choose to print the work plans (packets) for students. Families can print them off at home. Copies will also be available at the [70 feeding sites](#) to ensure all students have access.

Who do I contact if I need help?

Click on the Support button on the [Continuity Resource Hub](#) for the helpdesk and/or reach out to a district support staff by referencing this [document](#).