

## **Marmarth School District #12**

### **K-8 Distance Learning Plan**

**March 2020**

#### **Mission Statement**

The Marmarth School is determined to educate all students to the best of their ability, to prepare them to become productive citizens, and to encourage independent learning for better society.

#### **Vision Statement**

Our vision will be met when we attain the following:

- An atmosphere that enhances positive self-esteem and is conducive to learning.
- A learning situation which will promote respectful, caring and socially compatible individuals.
- Learning will be challenging, enjoyable and exciting.
- All students will be given an equal opportunity to learn according to their needs.
- The outcome of education should foster productive, ambitious, creative thinking individuals who appreciate what they have given and received.

#### **Marmarth School**

Marmarth School has a student population of 15 students in grades K-6. The school operates on a four-day week for the 2019-2020 school year. The school hours are 8:00-3:30. The staff consists of two certified classroom teachers (lower grade has students in kindergarten and second grade, upper grade room has students in grades 4, 5, and 6) and a part time special education teacher.

Nonteaching personnel are a full time paraprofessional, ½ time business manager, and a custodian who works ten hours a week. The Slope County Superintendent takes care of the administrative duties.

Marmarth School will provide Distance Learning through Microsoft Teams. The staff had not had training using Teams. On March 24, 2020, a training on Teams was held with the staff and the business manager following CDC guidelines for gathering. The training was provided by an instructor from a neighboring district on using the features and setting up class teams. Teachers will be working remotely with students during the rest of the week to get students comfortable with this new platform so Monday, March 30 at 8:00, school will be in session with Distance Learning through Microsoft Teams.

Along with Microsoft Teams, students will continue to use familiar online learning tools that have been used throughout the school year. Some of these tools are Istation Reading, IXL Math, ABC Mouse for primary students, and upper grades will continue to use student appropriate web sites for research.

Staff will provide a full continuation of services. Students will be able to access grade level and subject-matter content with instructional support provided, including assessment and evaluation of work. Measurable student progress is expected. Other materials that might be used are books, textbooks, workbooks, worksheets, and age appropriate internet content like books, games, and websites.

### **Accessibility for Distance Learning for Students**

A message was sent out via Messenger on March 19 to all the Marmarth School families inquiring if students had access to electronic devices and the internet. Consolidated TELCOM, the local internet provider, contacted the county superintendent offering to set up internet for any families that needed it. Students were supplied with devices checked out to them by their classroom teacher.

### **How much time will students and teachers be required to participate in opportunity learning each “school day”?**

### **Student and teacher expectations for distance learning.**

### Student Expectations

- Students will be expected to be engaged for 20-30 minutes per content area per day. The focus will be on reading, math, and writing.
- Completion of all assigned work.
- Turn in assignments daily.
- Keep a regular school schedule as much as possible.
- Participate in their classroom's Microsoft Team Meeting daily and in their grade level's instruction via Microsoft Teams daily.
- Contact teacher when more assistance is needed.
- Keep scheduled individual meetings set up via one-on-one Microsoft Teams or phone when scheduled by teachers.

### Teacher Expectations

- Develop engaging activities for students based on North Dakota State Standards.
- Be available from 8:00-3:30 for all students. Teachers and para may work from school or home.
- Hold 20-30 minute classroom Microsoft Teams Meetings daily and grade level's instruction via Microsoft Teams daily.
- Focus on reading, math, and writing. Bring in science and social studies through cross curricular learning opportunities.
- Modify assignments according to IEPs.
- Communicate with parents through email, text messages, or phone calls.
- Be in contact with the county superintendent through text messages, phone calls, and email. Participate in Staff Meetings the county superintendent sets up during contracted time.
- Email a copy of your weekly plans with any notes/observations to the county superintendent by Friday instead of Monday morning.

### **How will we provide learning opportunities for students with special needs?**

- The special education teacher and para have created a Microsoft Teams group for students on IEPs. They will check in with students daily and will meet individually through Microsoft Teams for one-on-one during intervention time. The IEP students may contact the special ed teacher and para if extra assistance is needed.
- Tiny Eye is the online platform used by Marmarth School for speech services. The para will set up new times with the online speech pathologist and send home logins to parents for students on speech IEPs. She will check in with parents after each student session.
- Logins will also be sent home for the two IEP students who use Teach Town.
- The West River Student Services occupational therapist will provide activities for the parents of our IEP student who receives services from her.
- The special education teacher will host a May IEP meeting with the student's parents and other IEP team members via Microsoft Teams.

**How will we provide appropriate remote facilities and access for all students participating in opportunity learning, including computers, internet, and other forms of electronic communication that will be utilized in the program?**

- A message was sent home by Messenger to make sure all students had devices and internet services.
  - All families had internet access.
  - Since most families had a device that would have been shared between two students in a family, so students were able to check out the devices they used in the classroom. Microsoft Teams was added to each device. K-12 logins and passwords were also sent home for students.
  - Our local internet provider reached out to ensure all student homes were hooked up with access until the end of the school year and will provide assistance if there are problems.
- All communication with students and parents will be through email, phone, text messages, Messenger, and Microsoft Teams.

## **How will we monitor and verify each student's electronic participation?**

- Participation will be monitored daily during lower and upper grade classroom daily Microsoft Team Meetings and daily grade level instruction via Microsoft Teams.
- Teachers will evaluate completed daily student work through Microsoft Teams, email, and photos sent by text messaging. IXL and Istation generate reports of student progress.
- Parents will be contacted if a student is not meeting expectation or not making progress. The classroom teacher will schedule tutoring time for students not making progress and will work with the student until adequate progress has been made.

### **Attendance**

- Attendance will be monitored through student engagement and participation during online learning sessions. If a student is absent from either the daily classroom Microsoft Teams Meeting or Microsoft Teams grade level instruction, the family must be contacted as soon as possible
- Attendance will continue to be documented in Power Schools.

### **Grading**

- Teachers will grade assignments digitally. Assignments include daily assigned work and assessments and evaluations. Grades will continue to be documented in Power Schools.

## **How will we address the extent to which student participation is within the student's control as to the time, pace, and means of learning?**

- K-6 students will be expected to be engaged for 20-30 minutes per content area with focus on reading, writing, and math.

- Teachers will communicate weekly with parents to ensure students are engaged and not frustrated.

### **How will we provide effective notice to teachers, staff, students, and their parents or guardians of the use of the Distance Learning Program?**

- Communication will be accomplished through email, phone, text messaging, Messenger, and Microsoft Teams.
- All staff members (teachers and para) have now been trained to utilize Microsoft Teams and know the expectations. They can contact the trainer by phone or email if they have any questions.

### **How will you ensure that all teachers and staff involved in the distance learning program will have access to any and all hardware and software that may be required for the program?**

- The teachers and paraprofessionals each have a laptop for use at school and are encouraged to take it home to use for the distance learning program.
- The Marmarth staff (teachers and the para) have all been trained to use Microsoft Teams. If they have specific questions, they can contact the Marmarth School District business manager, who is the Marmarth School go-to for tech questions, our Microsoft Teams trainer, and Tyler Ward with Educ Tech.
- If the staff has any other needs, they need to contact the county superintendent. The county superintendent will be in contact with staff throughout the week.

### **Human Resources Processes, Protocols, and Policies**

#### **Other**

- **School Counseling Services**  
Marmarth School is a Prek-8 school. Due to our enrollment of 19 students, we are not required to have a school counselor.
  - **Federal Title Considerations**  
Marmarth School does not receive Title I funding.
  - **English Language and Homeless Considerations**  
At this time, Marmarth does not have any English Language Learners or homeless students.
  - **Student Feeding and Meals**  
Marmarth School does not have a hot lunch program. Students who live in the Marmarth City limits go home for lunch. Students who come in from the country bring cold lunches. Families do have access to a limited supply of food items at the Little Missouri Smoke Shop. The Marmarth Food Pantry is also available for needed groceries.
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### **Distance Learning Plan Addendum**

School Name: Marmarth School District #12

Superintendent: Jacqueline Kathrein

#### **Please provide evidence of a plan to adhere to DoH guidelines.**

Marmarth School District #12 takes the safety of our students and staff very seriously. In the weeks leading up to school closure on March 16, classroom teachers discussed and reminded students why it was important follow these NDDoH and CDC guidelines for staying healthy:

- Wash hands often with soap and water for at least 20 seconds
- Avoid touching eyes, nose, or mouth
- Cover your cough and sneezes
- Above all else, stay home when you are sick

With the announcement on March 19 that school would be closed indefinitely, the district reviewed the CDC and NDDOH guidelines to create appropriate protocols for moving into an extended closure environment. It was determined that the best course of action was to develop a distance learning plan with full continuation of services using Microsoft Teams.

Monday March 23 was selected as the day for student academic material and personal belongings to be picked up along with checking out devices for internet access. Parents were sent messages via Messenger with the day and the time. Essential personnel

practiced social distancing by meeting parents outside the front door with bags containing student items.

The District has reviewed the NDDoH and CDC guidelines to create appropriate protocols for cleaning. The business manager will share these the custodian.

As the state of North Dakota moves into a higher threshold of risk, Marmarth District 12 will continue to collaborate and adhere to the guidance provided by North Dakota Department of Health as well other entities (ND DPI, NDCEL, Bowman/Slope County Health Nurse, Slope County Emergency Management, and Marmarth community leaders), to ensure that we are following recommendations based on the current risk level.

**Describe how the district has planned for management of movement into higher risk level by DoH.**

***Emergency Response Plan***

Personnel	Action
All	<p><b>Normal Operations</b></p> <ul style="list-style-type: none"> <li>• Take precautions as directed</li> <li>• Encourage hand washing</li> <li>• Adults that exhibit symptoms should remain home</li> <li>• Students that are symptomatic should be kept away from well students and parents contacted</li> <li>• Provide information as needed for all stakeholders</li> <li>• Prepare for business operations to continue as needed during a closure</li> <li>• Prepare guidance for staff on work hours during closure</li> <li>• Prepare for monthly board meetings</li> </ul> <p><b>Extended Closure:</b></p> <ul style="list-style-type: none"> <li>• Identified essential staff only, will be allowed into the school building</li> <li>• Execute closure plan</li> <li>• Prepare reintegration plan as closure concludes</li> <li>• Hold monthly board meetings via teleconferencing</li> </ul>
<p><b>Administrator</b> (Slope County Superintendent of Schools)</p>	<p><b>Normal School Operations:</b></p> <ul style="list-style-type: none"> <li>• Monitor attendance of students to determine the impact of virus</li> <li>• Promote attendance policies that reinforce students who</li> </ul>



	<p>are sick to stay home</p> <ul style="list-style-type: none"> <li>• Work with staff of three full time and two part personnel, on how to address how classrooms will be covered during staff absences of more than one person</li> <li>• Prepare distance learning plan in the event of a prolonged closure</li> </ul> <p><b>Extended Closure:</b></p> <ul style="list-style-type: none"> <li>• Identify essential personnel</li> <li>• Execute distance learning programs</li> <li>• Set alternate office hours</li> <li>• Prepare reintegration plan with school board, staff, families, and community members based on NDDoH and the CDC guidelines when closure concludes.</li> </ul>
<b>Teachers</b>	<p><b>Normal Operations:</b></p> <ul style="list-style-type: none"> <li>• Monitor attendance</li> <li>• Be calm/reasoning voice for students</li> <li>• Students that are symptomatic should be kept away from well students and parents contacted</li> <li>• Be prepared to provide instructional opportunities in the event of a closure</li> <li>• Prepare to be able to continue teaching from home/office</li> <li>• Begin reaching out to parents preparing them in the event of a closure</li> <li>• Reassure your students and provide emotional supports as needed</li> </ul> <p><b>Extended Closure:</b></p> <ul style="list-style-type: none"> <li>• Execute distance learning plan</li> <li>• Set daily office hours and inform your students (families)</li> <li>• Continue to plan and research learning opportunities for students</li> <li>• Staff stay in daily contact with the administrator</li> <li>• Have daily contact with all students and offer social/emotional support as needed</li> <li>• Attend scheduled staff meetings via teleconferencing and keep administrator aware of challenges.</li> </ul>
<b>Business Manager</b>	<p><b>Normal Operations:</b></p> <ul style="list-style-type: none"> <li>• Continue to work on budget items and payroll</li> </ul>

	<ul style="list-style-type: none"> <li>• Assist the administrator and school board when needed and prepare to follow alternative work hours</li> <li>• Support all departments in preparation of school closure</li> <li>• Prepare office to practices to begin if remote services are necessary</li> <li>• Create a Microsoft Team for the school so board meetings can be held via teleconferencing</li> </ul> <p><b>Extended Closure:</b></p> <ul style="list-style-type: none"> <li>• Maintain operations to ensure that sound operations of the business office continue whether remotely or on-site</li> <li>• Continue to work on budget items and payroll</li> <li>• Schedule board meetings too be held via teleconferencing</li> </ul>
<b>Custodian</b>	<p><b>Normal Operations:</b></p> <ul style="list-style-type: none"> <li>• Follow enhanced cleaning procedures as prescribed by business manager in accordance with CDC environmental cleaning guidelines</li> <li>• Clean highly touched surfaces each day you are in the building.</li> <li>• Monitor cleaning supplies and allow for ample time for shipping</li> <li>• Address safety concerns with the school board.</li> </ul> <p><b>Extended Closure:</b></p> <ul style="list-style-type: none"> <li>• Continue working your 10 hour week schedule on the designated evening and weekend day.</li> <li>• Maintain regular upkeep and environmental cleaning as necessary</li> </ul>
<b>District</b>	<p><b>Normal Operations:</b></p> <ul style="list-style-type: none"> <li>• Maintain contact and monitor information from NDDoH and NDDPI</li> <li>• Work with the Southwest Health District Health as needed</li> <li>• Determine event and school closures based on recommendations</li> <li>• Identify essential personnel and work duties in light of a closure</li> <li>• Prepare for business operations to continue as needed during a closure</li> <li>• Prepare guidance for staff on leave and work hours during closure</li> </ul> <p><b>Extended Closure:</b></p> <ul style="list-style-type: none"> <li>• Execute closure plan</li> <li>• Prepare reintegration plan with school board, staff, families, and community members based on NDDoH and the CDC</li> </ul>

	guidelines when closure concludes.
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**Please describe the district's plan for students to access their teachers.**

- The first step in the district's plan for student access to teachers was ensuring that all students had access to internet and a device. A message was sent home by Messenger to inquire if students had devices and internet services. All students had internet, but the students in one family did not have a device to use. The students in families with siblings would have to share one device. The decision was made by the Marmarth District that school devices would be checked out to all students. Microsoft Teams was added to each device before check out. K-12 logins and passwords were also sent home for students. **Students will have access to teachers through phone calls, emails, texts, and Microsoft Teams.** Teachers have included phone contact information on schedules sent to students and their families.
- On March 24, the two classroom teachers and the special education teacher and paraprofessional created teams. Students used the rest of the week to practice accessing their teachers using their Microsoft Team remotely so they would be ready for the first official day of distance learning March 30.
- Teachers set up and shared schedules with students and their families. Students are on a four day week. The schedule will continue with the regular day from 8:00-3:30 four days a week. All access to time to teachers for students is included.
  - Lower grade classroom with kindergarten and second grade will have access to their classroom teacher daily using this schedule.
    - 8:00-9:00 Parent contact time
    - 9:00-9:25 Classroom Team Meeting with kindergarten and second grade students (including pledge, calendar, and read aloud)
    - 9:30-10:00 Kindergarten Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
    - 10:00-10:30 Second Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
    - 10:00-12:00 Contact time for students
    - 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.
    - 1:30-3:00 Teacher grading and lesson planning time
    - 3:00-3:30 Contact time with students
  - Upper grade classroom with fourth, fifth, and sixth grade will have access to their classroom teacher daily using this schedule.

- 8:00-8:30 Parent contact time
- 8:30-9:00 Classroom Team Meeting time with all students, grades four, five, and six (pledge, daily planning, and mini lessons on topics that pertain to all three grades)
- 9:00-9:30 Fourth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
- 9:30-10:00 Fifth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
- 10:00-10:30 25 Sixth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
- 10:30-12:00 Contact time for students
- 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.
- 1:30-3:00 Teacher grading and lesson planning time
- 3:00-3:30 Contact time for students
- Special Education
  - ❖ Marmarth School District has a part time special education teacher. During normal operations, she works with IEP students individually on Tuesdays from 8:00-12:00. On Monday, Wednesday, and Thursday. IEP students work individually with our paraprofessional during their scheduled IEP times  
Special Education Teacher Schedule Tuesdays:
    - 8:00-9:55 Contact time with IEP students to assist with classroom assignments and answer parent questions.
    - 10:00-10:25 Individual Team Meeting intervention time with IEP student A via Microsoft Teams
    - 10:30-10:55 Individual Team Meeting intervention time with IEP student B via Microsoft Teams
    - 11:00-11:25 Individual Team Meeting intervention time with IEP student C via Microsoft Teams
    - 11:30-12:00 Contact time with IEP students
    - 12:30-3:30 She will be available to assist IEP students with classroom assignments via Microsoft Teams and phone calls. Modify classroom assignments for IEP students. Will also be available to assist regular education students with classroom assignment via Microsoft Teams and phone calls if their classroom teacher is working with another student and is not available.

- ❖ Although our special education teacher only comes on Tuesday, she is making herself available on Thursdays mornings to assist all student as needed.

- 8:00-11:00 To answer parent questions. Assist IEP students with classroom assignments via Microsoft Teams and phone calls. Modify classroom assignments for IEP students. Will also be available to assist regular education students with classroom assignments via Microsoft Teams and phone calls if their classroom teacher is working with another student or a grade level and is not available.

Paraprofessional Schedule for Monday and Wednesday:

- 8:00-8:30 Take care of tasks assigned by administrator
  - 8:30-8:55 Individual Team Meeting intervention time with IEP student B via Microsoft Teams
  - 9:00-9:25 Individual Team Meeting intervention time with IEP student A via Microsoft Teams
  - 9:30-10:55. Assist IEP students with classroom assignments via Microsoft Teams and phone calls.
  - 11:00-11:25 Individual Team Meeting intervention time with IEP student B via Microsoft Teams
  - 11:30-11:55 Individual Team Meeting intervention time with IEP student C via Microsoft Teams
  - 12:30-3:30 Assist IEP students with classroom assignments via Microsoft Teams and phone calls. Will also be available to assist regular education students with classroom assignments via Microsoft Teams and phone calls if their classroom teacher is working with another student and is not available. Take care of tasks assigned by administrator.
- ❖ Marmarth students with speech IEPs meet remotely twice a week with their speech teacher via Tiny Eye. The paraprofessional is the staff member that assists students during their speech time.

Paraprofessional Schedule for Tuesday and Thursday:

- 8:00-12:00 Assist IEP students with classroom assignments via Microsoft Teams and phone calls. Will also be available to assist regular education students with classroom assignments via Microsoft Teams and phone calls if their classroom teacher is teaching an individual grade level or working with another student and is not available. Take care of tasks assigned by administrator.
- 12:30-1:00 Take care of tasks assigned by administrator.

- 1:00-3:00 Our six speech students will be scheduled during this time to work remotely with the speech teacher. The para will be available to assist parents by phone when parents have questions and problems with the online site.
  - 3:00-3:30 Contact with any students who need assistance.
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## **Distance Learning Plan**

### **Governor's Office Addendum**

School Name: Marmarth School District #12

Superintendent: Jacqueline Kathrein

*mneset@nd.gov*

#### **Expectations**

The Marmarth teachers are expected to use North Dakota State Standards (<https://www.nd.gov/dpi/districtschools/k-12-education-content-standards>) when lesson planning during normal school operations. That expectation continues as Marmarth School moves into Distance Learning due to Covid-19. Adopted textbooks used such as Go Math K-8 contain standards and are easy to reference with our state standards. Support items such as Ed Helper worksheets must be inline with North Dakota State Standards if they are to be used.

During a staff development in February, the Slope County Superintendent provided the two classroom teachers, special education teacher, and paraprofessional with of the prioritized standards created by the North Dakota Regional Education Association ([ndrea.org](http://ndrea.org)). Marmarth School is on a four-day week, seven-hour day schedule from 8:00-3:30. So it is imperative that our teachers, who are educating our students in multi grade classrooms have a viable curriculum that can be taught in the time that is available to do so. With the move to Distance Learning, this becomes even more critical.

Teachers are to provide lessons that contain grade level content with age appropriate activities, assignments, and assessments for students. During instruction, teachers need to provide support that enhances learning and aids in the mastery of skills and content by all students.

In order for students to grow as learners, teachers will continually monitor content mastery. It is important that student work is assessed, and students are provided feedback. Teachers will be assessing student work as assignments are uploaded. They will be utilizing distance learning

quizzes and tests, electronic delivered assignments, projects, and student engagement. Grades will continue to be uploaded in Power Schools.

Parents will be contacted if a student is struggling and not making adequate progress. The classroom teachers have set aside from 12:30-1:30 daily to meet the needs of struggling students. A meeting time will be scheduled with the student via Microsoft Teams. They will work with the struggling student, scaffolding learning to assist students in making progress.

Teachers will be in frequent contact via phone, text, email, and Microsoft Teams with parents. Not only to answer computer questions, assignments questions, and to discuss how students are doing academically, but to also check in on how students are doing socially and emotionally and adjusting to Distance Learning.

### **Grade Level Contact Time Between Teachers and Students**

Lower grades consist of kindergarten and second grade. No first or third grade students.

#### **Kindergarten Schedule**

- 8:00-9:00 Parent contact time
  - 9:00-9:25 Classroom Team Meeting with kindergarten and second grade students (including pledge, calendar, and read aloud)
  - 9:30-10:00 Kindergarten Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:00-10:30 Second Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:00-12:00 Contact time for students
  - 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.
  - 1:30-3:00 Teacher grading and lesson planning time
  - 3:00-3:30 Contact time with students
- ❖ Kindergarten student contact time with teacher is highlighted in yellow.
  - ❖ Marmarth teachers felt it was necessary for the social and emotional needs of our students to meet as a not only as a grade level, but as classroom to.
  - ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments
  - ❖ Student contact time, **parents are welcome to also call during this time to assist their child.**

#### **Second Grade Schedule**

- 8:00-9:00 Parent contact time

- 9:00-9:25 Classroom Team Meeting with kindergarten and second grade students (including pledge, calendar, and read aloud)
  - 9:30-10:00 Kindergarten Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:00-10:30 Second Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:00-12:00 Contact time for students
  - 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.
  - 1:30-3:00 Teacher grading and lesson planning time
  - 3:00-3:30 Contact time with students
- ❖ Second grade student contact time with teacher is highlighted in yellow.
  - ❖ Marmarth teachers felt it was necessary for the social and emotional needs of our students to meet as a not only as a grade level, but as classroom to.
  - ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments
  - ❖ Student contact time, **parents are welcome to also call during this time to assist their child.**

Upper grades consist of fourth, fifth, sixth grades. No seventh or eighth grade students.

#### **Fourth Grade Schedule**

- 8:00-8:30 Parent contact time
  - 8:30-9:00 Classroom Team Meeting time with all students, grades four, five, and six (pledge, daily planning, and mini lessons on topics that pertain to all three grades)
  - 9:00-9:30 Fourth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 9:30-10:00 Fifth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:00-10:30 25 Sixth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:30-12:00 Contact time for students
  - 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.
  - 1:30-3:00 Teacher grading and lesson planning time
  - 3:00-3:30 Contact time for students
- ❖ Fourth grade student contact time with teacher is highlighted in yellow.
  - ❖ Marmarth teachers felt it was necessary for the social and emotional needs of our students to meet as a not only as a grade level, but as classroom to.
  - ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments



- ❖ **Student contact time, parents are welcome to also call during this time to assist their child.**

#### **Fifth Grade Schedule**

- 8:00-8:30 Parent contact time
  - 8:30-9:00 Classroom Team Meeting time with all students, grades four, five, and six (pledge, daily planning, and mini lessons on topics that pertain to all three grades)
  - 9:00-9:30 Fourth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 9:30-10:00 Fifth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:00-10:30 25 Sixth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
  - 10:30-12:00 Contact time for students
  - 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.
  - 1:30-3:00 Teacher grading and lesson planning time
  - 3:00-3:30 Contact time for students
- ❖ Fifth grade student contact time with teacher is highlighted in yellow.
  - ❖ Marmarth teachers felt it was necessary for the social and emotional needs of our students to meet as a not only as a grade level, but as classroom to.
  - ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments
  - ❖ **Student contact time, parents are welcome to also call during this time to assist their child.**

#### **Sixth Grade Schedule**

- 8:00-8:30 Parent contact time
- 8:30-9:00 Classroom Team Meeting time with all students, grades four, five, and six (pledge, daily planning, and mini lessons on topics that pertain to all three grades)
- 9:00-9:30 Fourth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
- 9:30-10:00 Fifth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
- 10:00-10:30 25 Sixth Grade Team Meeting with instruction and engagement (math, reading, and language arts) via Microsoft Teams
- 10:30-12:00 Contact time for students
- 12:30-1:30 Students will have one on one time with the teacher via Microsoft Teams.

- 1:30-3:00 Teacher grading and lesson planning time
- 3:00-3:30 Contact time for students
- ❖ Sixth grade student contact time with teacher is highlighted in yellow.
- ❖ Marmarth teachers felt it was necessary for the social and emotional needs of our students to meet as a not only as a grade level, but as classroom to.
- ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments
- ❖ Student contact time, **parents are welcome to also call during this time to assist their child.**

## Special Education

### Special Education Teacher Schedule Tuesday Students A, B, and C

- 8:00-9:55 Contact time with IEP students to assist with classroom assignments and answer parent questions.
- 10:00-10:25 Individual Team Meeting intervention time with IEP student A via Microsoft Teams
- 10:30-10:55 Individual Team Meeting intervention time with IEP student B via Microsoft Teams
- 11:00-11:25 Individual Team Meeting intervention time with IEP student C via Microsoft Teams
- 11:30-12:00 Contact time with IEP students
- 12:30-3:30 She will be available to assist IEP students with classroom assignments via Microsoft Teams and phone calls. Modify classroom assignments for IEP students. Will also be available to assist regular education students with classroom assignment via Microsoft Teams and phone calls if their classroom teacher is working with another student and is not available.

### Special Education Teacher Schedule Thursday

- 8:00-11:00 To answer parent questions. Assist IEP students with classroom assignments via Microsoft Teams and phone calls. Modify classroom assignments for IEP students. Will also be available to assist regular education students with classroom assignments via Microsoft Teams and phone calls if their classroom teacher is working with another student or a grade level and is not available.
- ❖ IEP student contact time with teacher is highlighted in yellow.
- ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments

- ❖ Student contact time, **parents are welcome to also call during this time to assist their child.**

### **Paraprofessional Schedule for Monday and Wednesday Students A, B, and C**

- 8:00-8:30 Take care of tasks assigned by administrator
- 8:30-8:55 Individual Team Meeting intervention time with IEP student B via Microsoft Teams
- 9:00-9:25 Individual Team Meeting intervention time with IEP student A via Microsoft Teams
- 9:30-10:55. Assist IEP students with classroom assignments via Microsoft Teams and phone calls.
- 11:00-11:25 Individual Team Meeting intervention time with IEP student B via Microsoft Teams
- 11:30-11:55 Individual Team Meeting intervention time with IEP student C via Microsoft Teams
- 12:30-3:30 Assist IEP students with classroom assignments via Microsoft Teams and phone calls. Will also be available to assist regular education students with classroom assignments via Microsoft Teams and phone calls if their classroom teacher is working with another student and is not available. Take care of tasks assigned by administrator.

### **Paraprofessional Schedule for Tuesday and Thursday**

- 8:00-12:00 Assist IEP students with classroom assignments via Microsoft Teams and phone calls. Will also be available to assist regular education students with classroom assignments via Microsoft Teams and phone calls if their classroom teacher is teaching an individual grade level or working with another student and is not available. Take care of tasks assigned by administrator.
- 12:30-1:00 Take care of tasks assigned by administrator.
- 1:00-3:00 Our **six speech students** will be scheduled during this time to work remotely with the speech teacher. The para will be available to assist parents by phone when parents have questions and problems with the online site.
- 3:00-3:30 Contact with any students who need assistance.

- ❖ IEP student contact time with teacher is highlighted in yellow.

- ❖ Parent contact time for questions on computer use, websites, how to questions, and questions on assignments
- ❖ Student contact time, **parents are welcome to also call during this time to assist their child.**