



November 2, 2022

The first district-wide virtual learning day will be on November 8, 2022, as a number of our buildings are used as polling locations throughout the county. In order to ensure compliance with recently passed legislation for the 2022-2023 school year, MCS is reviewing the virtual learning processes district-wide. [Click here for a more detailed explanation of the legislation and definition of terms.](#)

What this means for Madison students

Fortunately, for Madison students, this won't be a drastic change to what already exists. Boiled down, the legislation translated means that 50% of our virtual learning day is synchronous instruction (conducted in real-time) in order to qualify as a day of school. For grades 1 -6, that will be 2.5 hours per day and for grades 7-12 it is 3 hours per day.

The district formed a committee of teachers from all instructional levels to put together a template instructional model that would be implemented across the district. A lot of time was spent on scheduling so that elementary and secondary online class time would not be at the same time, in hopes of alleviating some of the bandwidth issues in some areas of our community. A standardized, district-wide work plan for virtual, synchronous instruction has been developed and will be rolled out to teachers this week who will be sharing their specific plans with students as they prepare together for November 8.

Here are the highlights of the plan broken down into grade levels for your convenience.

Platform & Logistics

- All teachers and all grade levels will use Google Classroom.
- All materials will be curated in the *Classwork* section of Google Classroom.
- All materials will be curated under the topic *Virtual Learning Day [date]* to be located at the top of the Classwork section
- Teachers will record the instruction/reinstruction segment of class for absent students to watch at a later time and they will complete independent work for their grade.
- Special education teachers should be added as teachers to the GC of which they are active participants on a typical day.
- Google Meets will be established through the individual GCs with breakout rooms used as needed.
- Attendance will be taken via GC email and input into Skyward by the teacher before the end of the day.
- Attendance is based on the student being present for $\frac{2}{3}$ of the Google Meet time or on the completion of work assigned.
- Students will need to have their cameras on for each class.

Instructional Time Schedule & Lesson Structure

Elementary Students (Grades K-4)

- Kindergarten will have instruction from 7:55 - 9:00 a.m.
- Grades 1 - 4 will have instruction from 7:55 - 10:35 a.m. with teacher online availability from 11:15 a.m. - 2:35 p.m.
 - See Appendix A at the end of this document
- 15 minutes - Morning Meeting
- 50 minutes - ELA/Math Instruction (submit a maximum of two assignments)
- 10 minute- Break/Check Up (Need to stay connected)

- 50 minutes - ELA/Math Instruction (submit a maximum of two assignments)
- 15 minutes - Conference/Wrap Up
- 20 minutes - Special (submitted at the end of the virtual class for grade)

Intermediate Students (Grades 5 & 6)

- Will have instruction from 8:30 - 11:10 a.m. with teacher availability from 11:50 a.m - 3:00 p.m.
 - See Appendix A at the end of this document
- 15 minutes - Morning Meeting
- 50 minutes - ELA/Math Instruction (submit a maximum of two assignments)
- 10 minute- Break/Check Up (Need to stay connected)
- 50 minutes - ELA/Math Instruction (submit a maximum of two assignments)
- 15 minutes - Conference/Wrap Up
- 20 minutes - Special (submitted at the end of the virtual class for grade)

Secondary Students (Grades 7 - 12)

- Will have instruction from 11:30 a.m. - 3:00 p.m. with teacher online availability from 8:05 - 10:50 a.m.
 - All periods of the day will meet for instruction for thirty (30) minutes.
 - Teachers will be online and in real-time for the entirety of the virtual class.
 - See Appendix A at the end of this document
- 10 minutes of instruction/reintroduction
- 10 minutes of engaging guided practice
- 10 minutes of independent practice (submitted at the end of the virtual class for grade)

As with most districts within the state, we have areas in our community with limited access to reliable internet service. Teachers are aware of these isolated situations within their classes and students are given extended time to complete assignments, if and when this situation arises. In January 2022, volunteer community leaders, as well as county commissioners and county council members, established the Jefferson County Broadband and Digital Inclusion Taskforce. To learn more about the project to make Jefferson County broadband ready, visit their website [Jefferson County Broadband Project](#).

We appreciate your continued support and partnership with your child's educational experience.

Dr. Teresa Brown, Superintendent

Appendix A

K-6 Virtual Learning Daily Schedule

Time	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade		5th Grade	6th Grade
7:55-8:10	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting			
8:10-8:20	ELA Instruction #1	Math Instruction #1	ELA Instruction #1	Math Instruction #1	Special			
8:20-8:30								
8:30-8:40	Math Instruction #1	Math Instruction #2	ELA Instruction #2	Special	ELA Instruction #1		Morning Meeting	Morning Meeting
8:40-8:50								
8:50-9:00	Conference/ Wrap-Up	Math Instruction #3	ELA Instruction #3	Math Instruction #2	ELA Instruction #2	Flex Special	ELA Instruction #1	ELA Instruction #1
9:00-9:10		Break/Check Up	Break/Check Up					
9:10-9:20		ELA Instruction #1	Special	Math Instruction #3	ELA Instruction #3		ELA Instruction #2	ELA Instruction #2
9:20-9:30					Break/Check Up	Break/Check Up		ELA Instruction #3
9:30-9:40		Special	Math Instruction #1	ELA Instruction #1	Math Instruction #1		Break/Check Up	Break/Check Up
9:40-9:50								Math Instruction #1
9:50-10:00		ELA Instruction #2	Math Instruction #2	ELA Instruction #2	Math Instruction #2	Flex Special	Math Instruction #1	Math Instruction #1
10:00-10:10								Math Instruction #2
10:10-10:20		ELA Instruction #3	Math Instruction #3	ELA Instruction #3	Math Instruction #3	Flex Special		Math Instruction #2
10:20-10:30		Conference/ Wrap-Up 10:20-10:35	Conference/ Wrap-Up 10:20-10:35	Conference/ Wrap-Up 10:20-10:35	Conference/ Wrap-Up 10:20-10:35			Special
10:30-10:40							10:20-10:45	Conference/ Wrap-Up 10:30-10:45
10:40-10:50							Math Instruction #3 10:45-10:55	Special 10:45-11:10
10:50-11:10							Conference/ Wrap-Up 10:55-11:10	

7-12 Virtual Learning Daily Schedule

Online Availability	8:00 - 11:00
Lunch	11:00 - 11:30
Period 1	11:30 - 12:00
Period 2	12:00 - 12:30
Period 3	12:30 - 1:00
Period 4	1:00 - 1:30
Period 5	1:30 - 2:00
Period 6	2:00 - 2:30
Period 7	2:30 - 3:00