



October 18, 2024

Hello, Madison families,

As the weather is turning cooler, we just wanted to send a reminder on our synchronous virtual learning day schedules. We suggest you keep this handy for future reference, in the event of inclement weather later in the school year.

A synchronous virtual learning day means teachers and students will be required to follow the schedule listed below to attend classes virtually in order to meet the state requirements and count the day as a school day.

Platform & Logistics

- All teachers and all grade levels will use Google Classroom (GC).
- All materials will be posted in the *Classwork* section of Google Classroom.
- All materials will be posted 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 or students who are not able to connect their devices to watch at a later time and they will complete independent work for their grades.
- 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.
 - Clerks will change all absences to Excused - Weather Related the next in-house school day
 - Students will need to be on the Meet $\frac{2}{3}$ of the instructional time per subject/class period to count as present
- Students will need to have their cameras on for each class.
- Teachers who use personal/sick days will need to post on their Google Classrooms that the class will not be meeting.

Instructional Time Schedule & Lesson Structure

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)

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- 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)

Students Grades 5 & 6

- Will have instruction from 8:30 - 11:15 a.m. with teacher availability from 12:00 - 3:00 p.m.
 - See the MJHS Virtual Learning Schedule Appendix at the end of this document
- 10 minutes - Bear Necessities Meeting
- 30 minutes - Specials
- 50 minutes - ELA/Math Instruction (submit a maximum of two assignments)
- 10 minutes- Break/Check Up (Need to stay connected)
- 50 minutes - ELA/Math Instruction (submit a maximum of two assignments)

Students Grades 7 & 8

- Will have instruction from 11:30 a.m. - 3:00 p.m. with teacher availability from 8:00 - 11:00 a.m.
 - See the MJHS Virtual Learning Schedule Appendix at the end of this document
- 10 minutes - Bear Necessities Meeting
- An abbreviated 7-period class schedule is listed in the Appendix

Students (Grades 9 - 12)

- Grades 9-12 will have instruction from 11:30 a.m. - 3:00 p.m. with teacher online availability from 8:00 - 11:00 a.m.
 - See the MCHS Virtual Learning Schedule Appendix at the end of this document
 - All periods of the day will meet for instruction for twenty-five (25) minutes, except for the seventh period, which will meet for thirty (30) minutes.
 - 10 minutes of instruction/reintroduction
 - 5 minutes of engaging guided practice
 - 10 minutes of independent practice (submitted at the end of the virtual class for grade)
 - Teachers will be online and in real-time for the entirety of the virtual class.

Please see the schedules included below. Any specific questions should be directed to your classroom teacher. Building administrators and clerks should report to the buildings when it is safe to do so. If teachers are unable to teach virtually from home, they will also need to report to the building.

Thank you,
Dr. Teresa Brown, Superintendent



Elementary Virtual Learning Schedule Appendix

Time	Kindergarten	1st Grade	2nd Grade	3rd Grade	4th Grade
7:55-8:10 a.m.	Morning Meeting				
8:10-8:20 a.m.	ELA Instruction #1	Math Instruction #1	ELA Instruction #1	Math Instruction #1	Specials
8:20-8:30 a.m.					
8:30-8:40 a.m.	Math Instruction #1	Math Instruction #2	ELA Instruction #2	Math Instruction #2	ELA Instruction #1
8:40-8:50 a.m.					
8:50-9:00 a.m.	Conference/ Wrap-Up	Math Instruction #3	ELA Instruction #3	Specials	ELA Instruction #2
9:00-9:10 a.m.		Break/Check Up	Break/Check Up		
9:10-9:20 a.m.		ELA Instruction #1	Specials	Math Instruction #3	ELA Instruction #3
9:20-9:30 a.m.				Break/Check Up	Break/Check Up
9:30-9:40 a.m.		ELA Instruction #2	Math Instruction #1	ELA Instruction #1	Math Instruction #1
9:40-9:50 a.m.					
9:50-10:00 a.m.		Specials	Math Instruction #2	ELA Instruction #2	Math Instruction #2
10:00-10:10 a.m.					
10:10-10:20 a.m.		ELA Instruction #3	Math Instruction #3	ELA Instruction #3	Math Instruction #3
10:20-10:30 a.m.		Conference/ Wrap-Up	Conference/ Wrap-Up	Conference/ Wrap-Up	Conference/ Wrap-Up
10:30-10:35 a.m.					
11:15 a.m.-2:35 p.m.	Teacher Availability				

MJHS Virtual Learning Schedule



5th Grade		6th Grade	
8:30-8:40 a.m.	Bear Necessities (Period 1)	8:30-8:40 a.m.	Bear Necessities (Period 1)
8:45-9:15 a.m.	Specials	8:45-9:35 a.m.	Math / Reading Rotation 1
9:20-10:10 a.m.	Math / Reading Rotation 1	9:35-9:45 a.m.	Break
10:10-10:20 a.m.	Break	9:45-10:35 a.m.	Math / Reading Rotation 2
10:25-11:15 a.m.	Math / Reading Rotation 2	10:45-11:15 a.m.	Special
Online Availability Time for 5th and 6th Grade Teachers from 12:00 - 3:00 pm			

7th and 8th Grade Schedule	
Online Availability	8:00 - 11:00 a.m.
Period 1 - Bear Necessities (Initial Check-In)	11:30 - 11:40 a.m.
Period 2	11:45 a.m. - 12:10 p.m.
Period 3	12:15 - 12:40 p.m.
Period 4	12:45 - 1:10 p.m.
Period 5	1:15 - 1:40 p.m.
Period 6	1:45 - 2:10 p.m.
Period 7	2:15 - 2:40 p.m.
Period 1 - Bear Necessities (Final Check-In)	2:45 - 3:00 p.m.



MCHS Virtual Learning Schedule

Teacher Online Availability	8:00 - 11:00 a.m.
Lunch	11:00 - 11:30 a.m.
Period 1	11:30 - 11:55 a.m.
Period 2	12:00 - 12:25 p.m.
Period 3	12:30 - 12:55 p.m.
Period 4	1:00 - 1:25 p.m.
Period 5	1:30 - 1:55 p.m.
Period 6	2:00 - 2:25 p.m.
Period 7	2:30 - 3:00 p.m.