

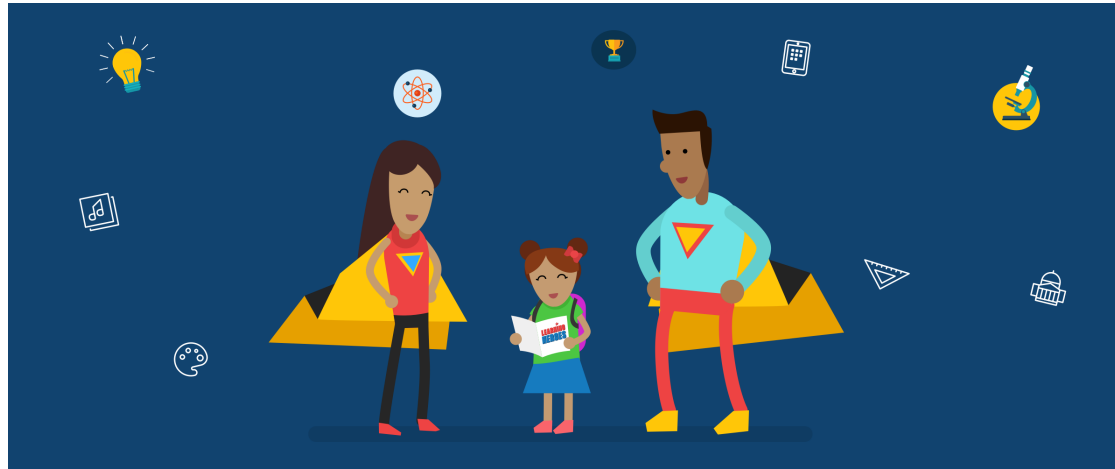
## Welcome to MCOB Virtual Instruction!

MCOB will be offering virtual instruction to our students until in-person instruction is permitted. This document contains important information for parent to know to optimize the virtual instruction experience. Please feel encouraged to contact your child's classroom teacher or principal with questions.

### *Let us start with some basics:*

- Virtual Instruction will follow our **District calendar** (available on [www.pinalk12.org](http://www.pinalk12.org) or Back-to-School paperwork).
  
- **Attendance will be taken daily.** Week 1 attendance will be a paper copy form available in the Back-to-School paperwork. Fillable forms on the tablet will be used daily thereafter. If the form is not submitted, the student is marked as absent. Absences can impact school funding in future years so MCOB is counting on students and parents to help accurately document attendance.
  - **Tablets** will be made available to any student needing a device.
    - Contact the office if assistance with **Wi-Fi** is needed.
  - **Family and Teacher Conferences** will be scheduled Week 1: **August 17 – 21** to distribute materials and give a tutorial on using the technology. Assignments will be mainly hard copy during Week 1 as tablets are being distributed.
  
- Additional instructional **materials will be delivered to doorsteps every Monday as needed.** Students may leave work or communication to be picked up at the doorstep by Sunday evening.
  - Student work in **core areas of reading, math, and writing will be graded** and provided feedback.

## Ways Parents Can Support their Student in Virtual Learning



**Parent support will play a key role in the success of Virtual Learning.**

**Here are some tips for success:**

- ✓ Be patient & kind with your student, the school, and yourself. We are in this together.
- ✓ Encourage your student and keep a “can do” attitude. Give your student praise for effort and celebrate successes, even small ones.
  - ✓ Keep a daily routine that includes a regular bedtime, wake up time, meals, school hours, and opportunity for play.
- ✓ Provide your student a workstation that allows them a quiet space to concentrate and participate in live instruction. The workstation may include a table/desk with chair, access to an electrical outlet for device charging, and organized access to school materials.
  - ✓ Maintain regular contact with your student’s classroom teacher.
    - ✓ Check grades on the Parent Portal (email [crobles@pinalk12.org](mailto:crobles@pinalk12.org) for info the Parent Portal).
- ✓ Complete back to school paperwork and put out for the first pick up date on Friday, August 21.

## Student Expectations during Virtual Learning



### MCOB students are THE BEST. You can do this! Here is how.

- ✿ Be patient and kind to yourself, the school, and your parents. We are in this together.
  - ✿ Follow the MCOB Student Pledge in all school activity and at home.
    - I will respect my parents.*
    - I will listen to my teachers.*
    - I will never misuse other people's space and property.*
- ✿ Check in for attendance everyday by 11:59 p.m. Week 1 will be a paper copy form. Fillable forms in Microsoft Notebook will used daily thereafter.
  - ✿ Participation in daily instruction and activities that are assigned is expected.
  - ✿ Completion and submission of activities and assignments is expected by the due date indicated by the teacher.
  - ✿ Students will monitor grades, missing work, and weekly progress through PowerSchool.
    - ✿ Students will check Microsoft Notebook and email every day.
- ✿ Behavior and appropriate communication while participating in Microsoft Teams is required. If any of the above would be inappropriate AT school, it remains inappropriate AT home.
  - ✿ Students are required to follow all MCOB policies outlined in the Parent Student Handbook.

## The Plan for Easing into full Virtual Instruction

Week	Types of Virtual Instruction Introduced				
	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1: 8/17 – 8/21	<p>Paper Attendance Form.</p> <p>Conference as Scheduled.</p> <p>Learn about your teacher.</p>	<p>Paper Attendance Form.</p> <p>Conference as scheduled.</p> <p>Tell Your Teacher about You.</p>	<p>Paper Attendance Form.</p> <p>Conference as scheduled.</p> <p>Write or draw about your summer.</p>	<p>Paper Attendance Form.</p> <p>Morning Meeting Live or watch recording.</p> <p>Submit your About You and Summer Writing/Drawing electronically.</p>	<p>Paper Attendance Form.</p> <p>Morning Meeting Live or watch recording.</p> <p>Place Back-to-School Paperwork at door by 8:00 am for pick-up.</p> <p>Friday Flag at 2:15 or watch the recording.</p>
Week 2: 8/24 – 8/28	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading – watch video and do assignment. Join Reading Office Hour.</p> <p>Core Math – watch video and do assignment. Join Math Office Hour.</p> <p>Core Language Arts – watch video and do assignment. Join LA Office Hour.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading – watch video and do assignment. Join Reading Office Hour.</p> <p>Core Math – watch video and do assignment. Join Math Office Hour.</p> <p>Core Language Arts – watch video and do assignment. Join LA Office Hour.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading – watch video and do assignment. Join Reading Office Hour.</p> <p>Core Math – watch video and do assignment. Join Math Office Hour.</p> <p>Core Language Arts – watch video and do assignment. Join LA Office Hour.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading – watch video and do assignment. Join Reading Office Hour.</p> <p>Core Math – watch video and do assignment. Join Math Office Hour.</p> <p>Core Language Arts – watch video and do assignment. Join LA Office Hour.</p>	<p>Digital Attendance Form</p> <p>Material Drop-off &amp; Pick-up.</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading – watch video and do assignment. Join Reading Office Hour.</p> <p>Core Math – watch video and do assignment. Join Math Office Hour.</p> <p>Core Language Arts – watch video and do assignment. Join LA Office Hour.</p> <p>Friday Flag at 2:15 or watch the recording.</p>

Week	Monday	Tuesday	Wednesday	Thursday	Friday
Week 3: 8/31 – 9/4	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math Benchmark – 30 minutes till complete.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math Benchmark – 30 minutes till complete.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math Benchmark – 30 minutes till complete.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math Benchmark – 30 minutes till complete.</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Material Drop-off &amp; Pick-up.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Friday Flag at 2:15 or watch the recording.</p>
Week 4: 9/8 – 9/11	<p>NO SCHOOL LABOR DAY</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Join Math Small Group or 30 min. of iReady.</p> <p>Reading Benchmark</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math – 30 min Reading Benchmark</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Join Math Small Group or 30 min. of iReady.</p> <p>Reading Benchmark</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Material Drop-off &amp; Pick-up.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Reading Benchmark</p> <p>Friday Flag at 2:15 or watch the recording.</p>

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 5: 9/14 – 9/18	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math – 30 min</p> <p>Lexia Core 5 Reading – 30 minutes</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Join Math Small Group or 30 min. of iReady.</p> <p>Lexia Core 5 Reading – 30 minutes</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>iReady Math – 30 min</p> <p>Lexia Core 5 Reading – 30 minutes</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Join Math Small Group or 30 min. of iReady.</p> <p>Lexia Core 5 Reading – 30 minutes</p>	<p>Digital Attendance Form</p> <p>Morning Meeting Live or watch recording.</p> <p>Material Drop-off &amp; Pick-up.</p> <p>Core Reading, Math, and LA and do all assignments. Join Office Hours as scheduled.</p> <p>Participate Live in Friday Flag at 2:15 or watch the recording.</p>
Week 6: 9/21 – 9/25	<p><b><i>You've Got This Now! Congrats! You are now a Virtual Learner! Continue will all assignments and participate in as many learning supports as possible.</i></b></p>				

## MCOB Synchronous Learning Schedule

### 4<sup>th</sup> Grade

<b>Time</b>	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
<b>8:15 – 8:30</b>	Morning Meeting Live and Recorded for later viewing	Morning Meeting Live and Recorded for later viewing	Morning Meeting Live and Recorded for later viewing	Morning Meeting Live and Recorded for later viewing	Morning Meeting Live and Recorded for later viewing
<b>9:00 – 9:30</b>		Math Small Group		Math Small Group	
<b>9:30 – 10:00</b>	Math Office Hour	Math Office Hour	Math Office Hour	Math Office Hour	Math Office Hour
<b>10:30 – 11:00</b>	Language Arts Office Hour	Language Arts Office Hour	Language Arts Office Hour	Language Arts Office Hour	Language Arts Office Hour
<b>12:30 – 1:00</b>	Reading Office Hour	Reading Office Hour	Reading Office Hour	Reading Office Hour	Reading Office Hour
<b>2:15 – 2:45</b>					Friday Flag
<b>Evening Office Hours TBD by Teacher</b>					

Access Synchronous Learning through Microsoft Teams.