



## REED CITY MIDDLE SCHOOL

233 W. Church Ave. Reed City MI 49677

Phone 231.832.6174 | Fax 231.832.6180

Dave Carlson - Principal | Danielle Breedlove - Asst. Principal | Amy Decker - Counselor

Administrative Assistants: Jessica Frederick & Cathy Baker

RCMS Coyote Family,

With the recent attendance numbers and staffing issues due to health concerns, we will be moving to synchronous virtual learning on Friday, 9/10, Monday, 9/13 and any day in the future deemed necessary to learn remotely.

Our learning plan will be a synchronous experience, meaning students will need to log into Google Classrooms for each class, at the times outlined in the schedule below. Teachers will hold virtual classes via Google Meet (video conferencing) to instruct their students. Attendance will be taken each hour during the Google Meet time. If students cannot login for the synchronous learning experience, they need to check their google classroom to keep up to date on classwork. Please reach out to your teachers through email if you have questions.

Here is the daily schedule for remote learning, students will not be responsible for homeroom or academic success/enrichment classes, when we are in the remote learning environment:

	<b>5th</b>	<b>6th</b>	<b>7th</b>	<b>8th</b>
<b>9:00-Reading</b>	Log into First Hour	Log into First Hour	Log into First Hour	Log into First Hour
<b>9:15-9:45</b>	First Hour (Math or ELA)	First Hour	First Hour	Rotation (First Hour)
<b>10:00-10:30</b>	Second Hour (Math or ELA)	Second Hour	Rotation (Second Hour)	Second Hour
<b>10:45-11:15</b>	Rotation	Third Hour	Third Hour	Third Hour
<b>11:15-12:00</b>	Lunch	Lunch	Lunch	Lunch
<b>12:00-12:30</b>	Fourth Hour (SS/Science)	Fifth Hour	Fifth Hour	Fifth Hour
<b>12:45-1:15</b>	Fifth Hour (SS/Science)	Rotation (Sixth Hour)	Sixth Hour	Sixth Hour
<b>1:30-3:00</b>	Teacher Office Hours and Individual Help	Teacher Office Hours and Individual Help	Teacher Office Hours and Individual Help	Teacher Office Hours and Individual Help

**Please contact the school if you are in need of internet access. Attending classes on our remote learning days will reduce the amount of days we could potentially need to make up at the end of the school year.**

**There are some general expectations that will help your student be successful in the remote learning environment:**

Parents	Students	Success
<ul style="list-style-type: none"><li>● Create a space for my student to learn daily</li><li>● Encourage and support their daily learning</li><li>● Monitor child's success<ul style="list-style-type: none"><li>○ Check Skyward for grades</li><li>○ Ask questions about their progress and struggles</li></ul></li><li>● Read communications from school</li><li>● Communicate with school</li></ul>	<ul style="list-style-type: none"><li>● Use school issued device to access class materials through Google Classroom</li><li>● Communicate with teachers via Google Meet/email/interactive video/other means of electronic communication</li><li>● Complete assigned work</li><li>● Receive social emotional support</li></ul>	<ul style="list-style-type: none"><li>● School and home need to work as a team</li><li>● Attend to weekly requirements</li><li>● Attend classes</li><li>● Follow the schedule</li><li>● Ask questions as necessary</li></ul>

**Questions to ask your students to check their academic progress:**

- Are you checking Google Classroom/school email two times a day?
- Are you able to open your assignments/materials within Google Classroom?
- Do you know how to submit assignments?
- Are you checking in with teachers for daily attendance?
- Are you putting forth the proper effort to be successful?
- Are you reaching out for help when needed?
- Please list any other questions you have. (Then email their teachers)

We know this is a difficult time for everyone. We thank you for your understanding and grace as we navigate this pandemic.

Sincerely,

Dave Carlson  
RCMS Principal

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