

# Parent/Student Guide

TO EXTENDED LEARNING

**MAZIE ELEMENTARY**

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## Overview & Purpose

The purpose of this guide is to provide answers and expectations during our Offsite extended learning.

Our hope is to maintain academic rigor while providing a sense of stability to our students and their families.

Support our families in every way possible during a difficult time in history.

## Expectations

In order to receive credit, students will send pictures of their completed work to their homeroom teacher twice per week.

- Students in grades K-1 should be able to complete daily assignments in approximately 45 minutes. Some students may need additional time.
- Students in grades 2-4 should be able to complete daily assignments in approximately 1 hour 30 minutes. Some students may need additional time.
- Students in grades 3-5 should be able to complete daily assignments in approximately 2 hours. Some students may need additional time.
- Students in grades 3-5 should be able to complete daily assignments in approximately 3 hours. Some students may need additional time.

## How Students Will Receive Work

All students were given packets that would cover at least 5 weeks of work in the event we didn't return to school. The students will be working on these packets over the next 5 weeks. Students have made arrangements to get samples of their work sent in to the teachers, either by taking a pic and sending it to the teachers, or we may also utilize the lunch delivery times to pick up packets. Coordination will be conducted by the building principal and communicated to the teachers.

## Picking Up Work and Personal Belongings (Following CDC Guidelines)

To pick up any material needed for extended learning is by appointment with the principal. Pickup will be done curbside in front of the building. Please communicate with your principal for set hours, or appointment times.

Personal belongings for both staff and students will be picked up after May 8<sup>th</sup>.

## How To: Communicate With My Child's Teacher

Teachers will have daily "office" hours to assist students and help with any problems that may arise. Office hours will be held virtually only! Students have been asked to call teachers if they need assistance with any work, or if they need someone to talk to during this separation. Homeroom teachers attempt to make contact with each child at least once a day.

Teacher Office hours:

PK4-4<sup>th</sup> 10:00-12:00 M-TH

5<sup>th</sup>-8<sup>th</sup> 8:00-10:00 M-TH

## How To: Return Materials

Curbside returns will be scheduled per building. Students and families will return library books, devices, and any materials required via curbside drop off. Days and times will be:

Families with last names A-N -May 8<sup>th</sup> 9:00-12:00,

Families with last names O-Z May 8<sup>th</sup> 12:30-3:30

## Grades

Parents will take a picture of student work and send to their homeroom teachers.