



March 24, 2020

Parents,

Thank you for adjusting to the eLearning environment. As we continue to make improvements to our eLearning Plan we want to make sure that we provide support to you and the scholars. Here is a sample schedule that may be helpful to you and your child/children.

7:45            wake up and bathroom routine  
8:00            breakfast  
8:30 – 12:00    login to eLearning lessons [www.zoom.us](http://www.zoom.us)  
12:00 – 12:30    lunch  
12:30 – 12:45    brain break  
12:45 – 3:00    work on classroom assignments

Complete other assignments before time to submit them to their teacher

All lessons are recorded and can be reviewed for reference. Multiple siblings sharing one device can view the recording.

Although scholars are learning through a digital platform, there are still some school expectations. We need your support in order to maximize all learners' experience. Below are some tips that you can help with to ensure that scholars are ready for class:

- Have a designated workspace (i.e. seated at a desk or table, not lying in bed)
- login to class on time
- be prepared for instruction (paper, pencil and other supplies)
- do not unmute the screen after the teacher has muted it
- no eating while receiving instruction (drinks are acceptable)
- raise your hand to be recognized by the teacher
- discontinue chats with classmates that are unrelated to the lesson