

NCMS Expectations and Engagement Matrix

Students will...	Parents/Guardians will...	NCMS/Teachers will...
<p>Plan for the week ahead by:</p> <ul style="list-style-type: none"> •Using agenda/planner to plan out schedule •Checking each teacher's webpage to review the "Week at a Glance" for the current week Chromebook Support <p>Participate in school from 9-4 and follow assigned schedule:</p> <ul style="list-style-type: none"> •Logging in at 9:00 to Homeroom •Attending ALL classes according to individual student schedule •Logging into Teams on time for the start of each class •Staying logged into Teams throughout the entire Live-Streaming period. How to log into CCS Apps <p>Be active participants in all classes (live-stream or in-person) by:</p> <ul style="list-style-type: none"> •Having the camera on/off per individual teacher expectation •Listening to the mini lesson/lecture •Taking notes as appropriate •Answering teacher questions <ul style="list-style-type: none"> •Contributing to class discussions and/or activities <p>Begin, work on, complete, and submit assigned activities by:</p> <ul style="list-style-type: none"> •Working on and completing work during assigned class period time •If work is not completed during assigned class period, complete the work before end of day. •Making sure the submitted work has student content on it (is not blank) •Turning in the assignment on/before the due date •If submitting late work, you must communicate with teacher via teacher/team preferred method <p>Use PowerSchool to:</p> <ul style="list-style-type: none"> •Check PowerSchool weekly to see updated assignments and check for missing assignments •Put forth a best effort in completing assignments <p>Communicate with teachers:</p> <ul style="list-style-type: none"> •When confused, behind in work, or need help •Through email (Outlook) only with appropriate tone and words <p>Follow NCMS school expectations:</p> <ul style="list-style-type: none"> •Student Handbook & PBIS Matrix for Remote Learning 	<p>Plan for the week ahead by:</p> <ul style="list-style-type: none"> •Assisting your child with using agenda/planner to plan out schedule for the week •Checking each teacher's webpage to review the "Week at a Glance" for the current week Chromebook Support <p>Use PowerSchool for grades/attendance by:</p> <ul style="list-style-type: none"> •Obtaining PowerSchool Parent Portal access (reach out to Grade Level Administrator for assistance) •Checking PowerSchool weekly to see updated grades and check for missing assignments (50 is used for any missing assignments) •Checking attendance weekly CCS Attendance Guidance for Families <p>Use Canvas for assignment submissions by:</p> <ul style="list-style-type: none"> • Viewing Canvas with your child through his/her Canvas student account to see assigned work and submitted assignments <p>OR</p> <ul style="list-style-type: none"> • Downloading Canvas App to phone and using this tool to monitor submitted assignments <p>*Please note a student can click submit on an assignment without having completed any work, so a submitted assignment does not necessarily mean work was completed--grade in PowerSchool will reflect work completed</p> <p>Communicate with teachers by:</p> <p>Providing all teachers with current contact information, including:</p> <ul style="list-style-type: none"> •email address •phone number(s) <p>For in-person and virtual students, complete Online Contact Information Form</p> <p>*If Applicable: Sign up for Remind/Dojo/Class Communication Platform per teacher expectation</p> <p>Protect your child's virtual school time by:</p> <ul style="list-style-type: none"> •Limiting interruptions to the 9-4 NCMS Daily Academic Schedule (appointments, trips to grocery store, etc.) •Providing an environment in which your child can be attentive to their classes 	<p>Plan for the week ahead by:</p> <ul style="list-style-type: none"> •Providing a "Week at a Glance" for the upcoming week by 6 P.M. Sunday night on NCMS Teacher Webpage <p>Use PowerSchool to:</p> <ul style="list-style-type: none"> •Grade assignments •Flag missing assignments •Mark 50 for missing assignments •Update grades once per week <p>Teachers will deliver instruction by:</p> <ul style="list-style-type: none"> •Core teachers: Live Stream Monday-Thursday for approximately 30 minutes •Encore teachers: Live Stream according to schedule •Core/Encore: Provide asynchronous work for Fridays Plan B Schedule & Plan C Schedule <p>Teachers will communicate with parents/guardians:</p> <ul style="list-style-type: none"> •every 2 weeks to notify groups of parents/guardians if their child has one or more missing assignments via email <p>NCMS will communicate with parents/guardians by:</p> <ul style="list-style-type: none"> •sending home letters on a quarterly basis to any students not meeting local promotional standards. •providing ConnectEds to remind of progress reports, report cards, and any pertinent school information <p>Important Terms:</p> <p>Due date: Due date in PowerSchool is the day assignment should be submitted. (The assignment will be "closed" two weeks after due date listed in PowerSchool--assignment will no longer be accessible and the grade will stand.) *2 week late option is not applicable at end of quarter</p> <p>Closed: Closed is the status of an assignment that is not open for regrading or resubmission, as the student had 2 weeks to work on it, submit their work, and notify the teacher. The teacher will not open the assignment after it is closed.</p>