

Plan B Expectations for Math & Social Studies (Dague)

*Students will have live classes everyday- please login to Teams & Canvas Everyday!

Masks

- **Masks MUST be worn all day at all times!**
- **Students found in violation of this will be dealt with by administration.**
- **Per School Rule During Lunch**
 - You may remove your mask to eat/drink but may **not** talk!
 - We will listen to music or possibly watch videos. Stay tuned, I am waiting on clarification.

Attendance

Face to Face	Virtual
<ul style="list-style-type: none">● All students are expected to attend class everyday.● If you are a face to face student and you do not attend face to face, you will be marked absent, even if you login to Canvas and Teams.● You must provide notes for any absences.● Homeroom - students must complete the attendance link in the Homeroom Canvas page.	<ul style="list-style-type: none">● All students are expected to attend class everyday.● If you are scheduled to attend virtually through Microsoft Teams and you do not, you are absent.● You must provide notes for any absences.● Homeroom - students must complete the attendance link in the Homeroom Canvas page.

Procedures for Entering Classroom

Face to Face	Virtual
<ul style="list-style-type: none">● Stand behind your desk● When called - wash hands● Return to seat - make sure the desk is dry of disinfectant prior to taking a seat :)● Login to Canvas● Login to Microsoft Teams	<ul style="list-style-type: none">● Login to Canvas● Login to Microsoft Teams

Communication in the Hybrid Learning Environment

- **When will we use Microsoft Teams during Face 2 Face Instruction?**

Microsoft Teams will continue to be utilized during live instruction as well as during activities that require collaboration therefore, both face to face and all virtual students should continue to login to Microsoft Teams Daily.

- **Can I use the chat on Microsoft Teams?**

The Chat is a recorded log of all interactions therefore, the chat should be used for the following purposes

- To let me know or ask a question about the material
- To work with your buddy or group during collaborative assignments
- The chat will be monitored during instruction therefore please type your question or contribution into the chat.
- After live instruction, I will double check the chat for any unanswered questions.
- **DO NOT TYPE ANYTHING INTO THE CHAT THAT YOU DO NOT WANT EVERYONE IN THE CLASS OR ADMINISTRATION TO SEE! :)**

- **When should I raise my virtual hand?**

If you are learning virtually for the day, you can raise your hand virtually on Teams. If you are face to face, you can raise your real hand in the classroom.

- **How do I let you know that I cannot log on or that I am having trouble?**

You may type your specific concern into the chat or you may email me. Please know that the chat is more easily accessible and will get my attention quicker. Emails will be responded to when time allows.

- **Can I email you?**

Yes! I encourage you to send an email through your Microsoft 365 account or through Canvas. I will respond within 24 hours.

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Collaboration

Buddy System

- A Buddy System has been established to provide you with a point of contact in the classroom. All virtual students have a buddy for Monday - Thursday. In most cases this will be two different students.
- Your buddy can help you locate materials on Canvas or catch you up if you're late to class or absent. They are your first point of contact.
- **YOUR BUDDY DOES NOT REPLACE THE TEACHER!!!** Therefore, do not ask your buddy to teach you "How" to do the skill.

- During live instruction, each face to face student will monitor the chat for questions from their buddy. If your buddy has a question or is raising his/her hand virtually and I have not addressed it yet, simply raise your hand. When I call on you, let me know your buddy has posted a question in the chat or that his/her hand is raised.
- Buddy Assignments are subject to change based on teacher discretion.
- [Buddy Assignments](#)

Expectations for Learning

**We are live streaming 4 days a week!
Fridays will continue to be asynchronous!**

Before Class

- Login to Canvas!
- Go to the current week's module.
- Click on the current day's agenda.
- Think about your goals for learning today. What do you want to achieve?
- **Virtual Students:** Find a quiet space that won't disturb other people in your house and won't distract from your learning.
- **Virtual Students:** Check lighting and sound_(Can you see the board in the classroom?)

During Class

- Ask clarifying questions so you fully understand the learning and lesson for the day.
- Listen carefully to others and ask good questions.
- **Virtual Students:** When you are not speaking, mute your microphone.
- **Face to Face Students:** Check on your buddy! Stay logged in to Microsoft Teams

End of Class

- Review the goals you set for today. Did you achieve them?
- Ask clarifying questions so you fully understand the learning intentions.
- Make sure you know how to access assigned learning tasks.

Submitting Assignments & Missing Assignments

- Make sure all assignments are submitted in CANVAS unless otherwise noted. ALEKS is not submitted in Canvas
- **After 10 days (two weeks) from the due date, any assignment that is missing will remain as a missing assignment and will receive a 50% per county policy. This means work cannot be made up! Make sure you are checking PowerSchool often.**
- If you complete a missing assignment, especially anything in ALEKS, you must email me and let me know.
- All classwork should be finished by the end of the day unless otherwise noted.

What do I do during a drill?

Face to Face	Virtual
<p><u>Masks must be worn at all times!</u></p> <ul style="list-style-type: none"> ● <u>Lockdown Drill</u> <ul style="list-style-type: none"> ○ Lockdown - I will continue teaching with appropriate safety in place. ○ Lockdown Blackout - Please follow my directions IMMEDIATELY! ● <u>Fire Drill</u> <ul style="list-style-type: none"> ○ Remain 6 feet apart ○ Exit the building through the back door towards the parking lot. ○ Meet at assigned location ○ No talking! ● <u>Tornado Drill</u> <ul style="list-style-type: none"> ○ Follow Ms. Dague's directions immediately 	<ul style="list-style-type: none"> ● <u>Lockdown Drill</u> <ul style="list-style-type: none"> ○ LOG OFF IMMEDIATELY!!! ○ SHUT DOWN COMPUTERS ○ I will restart the meeting once the drill is over. ● <u>Fire Drill</u> <ul style="list-style-type: none"> ○ Mute your microphone & stay logged on. ○ We will be back and will pick up where we left off. ● <u>Tornado Drill:</u> <ul style="list-style-type: none"> ○ LOG OFF ○ I will restart the meeting once the drill is over.