



## Welcome to Middle School Language Arts and Literature!

In Language Arts & Literature (LA/LIT), whether you are in person or distance learning, we will have an identical structure. Please know that everything in the Middle School LA/LIT Distance Learning Plan mirrors the School Distance Learning Plan and includes information specific to my classes. Keep in mind, that as the year goes on, changes may need to be made and any amendments will be communicated to you.

- **Technology Usage:** You will be using your school provided Chromebook extensively in my classes.
  - We will utilize the Google platform for your primary means of distance learning instruction, email and communications with staff, and posting of assignments.
    - 6th Grade LA/LIT Google Classroom Code: [u2bmomw](#)
    - 7th Grade LA/LIT Google Classroom Code: [f35syku](#)
    - 8th Grade LA/LIT Google Classroom Code: [gghwwbm](#)
  - All middle school faculty and students will utilize the Zoom platform for their primary means of distance learning “real - time” or “synchronous” instruction.
    - [6th Grade](#) LA/LIT ZOOM:  
<https://us04web.zoom.us/j/71340957795?pwd=d2R3Q1htTktaNFZJN09J>  
  
Meeting ID: RzBSTy9Ydz09  
Passcode: LA6
    - [7th Grade](#) LA/LIT ZOOM:  
<https://us04web.zoom.us/j/74117099338?pwd=TkFiL0tZOHExajUyVlhWcG44OHZUUT09>  
  
Meeting ID: 741 1709 9338  
Passcode: LA7

- **8th Grade** LA/LIT ZOOM:

<https://us04web.zoom.us/j/74581473032?pwd=QUxHYXBUODJheW9FRjN5TU1NSHdlZz09>

Meeting ID: 745 8147 3032

Passcode: LA8

- Students must leave their Google Classroom “notifications” set to “on”.

→ **Note: Although this document contains shared zoom links and passwords, only guests approved by me, will be allowed in to the appropriate meeting.**

- **Office Hours:** All St. Rose Catholic School Teachers are required to maintain weekly office hours.
  - Note: Prior to the teacher admitting students to the virtual office hours and for the duration of the office hours there must be a minimum of two people (not including the teacher) in attendance.
  - Note: Teacher/Student office hours are for the children; please see below for information on Teacher/Parent office hours which are for the parents.
- LA/LIT Teacher/Student Office Hours:
  - **On the 1st blue day of the week**
    - LA/LIT office hours are at 12:45 - 1:15pm
  - **On the 2nd blue day of the week**
    - LA/LIT office hours are at 12:45 - 1:15pm

Join Zoom Meeting

<https://us04web.zoom.us/j/78934300083?pwd=dWE5MIFkTXBvRTFOdHp3VjQyckE1QT09>

Meeting ID: 789 3430 0083

Passcode: LAMS

→ **Note: Although this document contains shared zoom links and passwords, only guests approved by me, will be allowed in to the appropriate meeting.**

- Teacher/Parent Office Hours: Middle School teachers will offer a 30 minute of “parent/teacher” office hours during each school week. This is a time for parents to touch base with their children’s teacher(s) not for student tutoring or help. These office hours will be available via appointment and parents may also request an appointment outside of this scheduled block. Please make an appointment using email: Mrs. Davis: [sdavis@saintrosecatholicshcool.org](mailto:sdavis@saintrosecatholicshcool.org)

- LA/LIT Parent Office Hours will be available for sign up **Mondays: 2:00-2:30**. Please email me if this time does not work for you and you need to speak with me.

Join Zoom Meeting

<https://us04web.zoom.us/j/72556627283?pwd=b3NSZ0xiNFpNQ1JOcUV4VWVHRGordz09>

Meeting ID: 725 5662 7283

Passcode: LAParent

→ **Note: Although this document contains shared zoom links and passwords, only guests approved by me will be allowed in to the appropriate meeting.**

- **Faculty and Family Communication Expectations:** During a distance learning model, the primary method of communication between families and teachers/staff will be via the faculty member's St. Rose Catholic School Gmail account and the family's email account as listed on registration information.
  - Students are expected to be the initial contact with teachers. If more information is needed after the initial contact with the student, parents are encouraged to reach out for additional information or clarification.
  - **All online discussions should be respectful.**
  - Teachers will provide students and families with a digital version of expected work and assignments. These will be located on Google. We are working on connecting parents to our Google Classroom this year.
- **Student/Teacher Virtual In-Person Instruction Expectations:**
  - **Real-time virtual classroom or Synchronous instruction (live, interactive instruction):** *Session where students are actively engaged in educational activities with classmates and teachers. Students remain visible in the virtual classroom with cameras always set to "on".*
  - **Classroom work time or Asynchronous instruction (independent work):** *Students receive, post, or turn in assignments. Students are not actively engaged with teachers. This instruction provides a learning environment that does not require teachers and students to be online at the same time. As teachers, students, and families are all working on various childcare and work schedules, this is an essential part of the distance learning program.*
  - **In Language Arts & Literature,** days will usually be broken into a session of Synchronous instruction (session 1) and a session of Asynchronous instruction (session 2). Please be prepared to engage in Language Arts activities and have all materials ready for any Synchronous instruction/Zoom meetings, whether it is called Language Arts or Literature on your schedule.

- **Zoom Etiquette and Online Expectations:** In following our mission and teachings, all students are required to follow a code of conduct while engaged in classroom Zoom sessions.
  - All Zoom profiles must be identified with at a minimum the student’s first name and ideally last name as well.
    - For the safety of all students, students will not be admitted from the waiting room and into the virtual classroom without proper identification.
  - Upon entering the virtual classroom, video must be turned on, the student must be visible, and no virtual backgrounds are present. Students are required to set audio to mute, and only “unmute” if called upon by the teacher.
    - Students should not exit the virtual classroom or leave their device until dismissed by a teacher.
  - Students must be dressed in appropriate attire and seated at a desk or a table.
    - Students who are not dressed appropriately or are walking around with the device will be removed from the classroom.
    - **Think of this as the school free dress policy at school, if you can’t wear it in class, you shouldn’t wear it on zoom. (For example, no hats)**
  - Pet animals, toys, food, siblings, etc. are not to be brought into the virtual classroom unless specified by the teacher.
    - Note: Virtual classrooms are for the students and teachers. Parents who have questions may schedule a meeting with teachers during Teacher/Parent Office Hours.
  - **All online discussions should be respectful.**
  - Students who are disruptive will be warned once and then the 2nd time will be removed from class. Parents will be emailed about disruptive behavior.

- **Daily Schedule**

- Middle school grade level teachers and students will meet by the class subject on alternating school days. Students are required to be on Zoom at the beginning of the class period, remain visible to the teacher in the virtual classroom with camera set to “on”, and participating in class lessons, and discussions. Students will be required to stay on Zoom until the teacher dismisses them at the end of the synchronous teaching session. Teachers will stay online until the end of the scheduled class session to support students who have questions or need additional help.
- Language Arts and Literature will meet
  - White Day:
    - Period 2: 9:20 - 10:30 **8th Grade**
    - Period 3: 10:50 - 12:00 **7th Grade**
    - Period 4: 12:05 - 1:15 **6th Grade**
  - Blue Day
    - Period 5: 8:00 - 9:15 **8th Grade**
    - Period 6: 9:20 - 10:30 **7th Grade**
    - Period 7: 10:50 - 12:00 **6th Grade**

Note: All real time classroom sessions will begin with a prayer.

- **Grading and Assessment:** Middle School grade level faculty will resume utilizing the grading scale and weighting used before our Spring 2020 long term dismissal.
  - Grading scale as mandated by the Diocese of Monterey and located in our St. Rose Catholic School [Parent Handbook](#):
  - Grade weighting:
    - Test/Quizzes: 35% of overall grade/class
      - This will include:
        - Spelling/Vocabulary tests
        - Grammar quizzes & tests
        - Reading quizzes & tests
        - Any Midterms/Finals
    - Homework: 25% of overall grade/class
      - This will include:
        - Independent Work
        - IXL modules
        - 2020 workbook pages
        - Wordly Wise
    - Participation: 20% of overall grade/class
      - This will include:
        - Attendance
        - Active participation in virtual class sessions
        - Class discussion posts
        - Following appropriate Zoom etiquette.
    - Projects 20% of overall grade/class
      - This will include:
        - Writing: short answers, paragraphs, essays, poems, research reports
        - Oral presentations
- Grades will be updated online weekly by 5:00 P.M. on the first school day of each week.
- Please note that many assignments will not show up in Google Classroom until our class session. Some assignments will be given in advance and may be worked on at your own pace.
- Most assignments will be due by 8:00 am the following school day unless otherwise noted.
- Questions that require a written response should be written in complete sentences and should always restate the question. Spelling, grammar, and punctuation do count. Make sure your response is easy to read. If a photo needs to be submitted (2020 workbook) the writing must be legible and the page numbers must be clearly shown in the picture for full credit.
- If asked to upload a photo, be sure to upload *clear* photos of your work to the Google Classroom assignment. If you are having a

hard time getting a photo to load, first try to attach it to a Google Doc or Google Slide. Next, make sure that you email me to let me know. Please do not email me your assignments, they will likely get lost. This is different from last year. We will brainstorm together how to post on Google Classroom.

- **All writing and work must be done by the student and is not to be edited by a parent or other person unless part of an in-class peer editing activity. It is vital that I know where each student is in their writing, rather than the editing skills of an adult.**
  
- While not recommended, late work can be turned in one day after the scheduled due date, as stated in our 2020 - 2021 [Middle School Handbook](#), **by 8am**.
- St. Rose Catholic School's quarterly Honor Roll will resume again, as stated in our 2020 - 2021 [Middle School Handbook](#).
  
- **Distance Learning "Preparation Day"**: In place of a "Welcome Back Meet and Greet" or "Back to School Night," all St. Rose Catholic School middle school teachers will hold a "Student and Parent Distance Learning Preparation Day."
- Students in grades 6 - 8 and their parents will need to attend one of two opportunities for the virtual Distance Learning Preparation Day.
  - Thursday, August 20 from 9:00 - 11:00 A.M.
  - Thursday, August 20 from 6:00 - 8:00 P.M.
  - Classroom Materials:
    - Language Arts/Literature materials will be available for pick up on August 24th
    - **6th Grade**
      - 2020 Workbook
      - 2020 Manual
      - Literature books may be chosen from my class library in Rm 6
    - **7th Grade**
      - 2020 Workbook
      - 2020 Manual: **New students only. Returning students will use the manual provided last year. If you have misplaced yours, you will need to purchase a new one.**
      - Literature books may be chosen from my class library in Rm 6
    - **8th Grade**
      - 2020 Workbook
      - 2020 Manual: **New students only. Returning students will use the manual provided last year. If you have misplaced yours, you will need to purchase a new one.**
      - Literature books may be chosen from my class library in Rm 6

- Additional class literature books will be provided throughout the year. I will do my best to give you ample time to pick them up from school before we begin reading them.
- For your free choice of reading/literature books, I will make the class library available by appointment. You can always request books from the public library or purchase those you wish.
- You will also have opportunities to order books through Scholastic. Those orders provide points for additional class library purchases.

