



Fall 2020

Beginning the Year in Distance Learning

A Handbook for Parents

This document outlines guidelines related to distance learning instruction. We reserve the right to make additions, amendments, and deletions at any time.

Introduction

We understand that community support is essential during this time of uncertainty. It is especially important to let parents know they are not alone in helping their children navigate home learning. We have constructed this document which will provide parents and students with tips and support for managing distance learning, while working from home and will continue to take place until the Los Angeles county allows us to return to campus. Please note that this plan is subject to change as needed during the distance learning process.

St. Rose of Lima School Mission Statement

United in ministry with the family and parish community, St. Rose of Lima Catholic School nurture the development of the whole child. We strive to integrate faith and learning so that our students will follow Jesus and transform the world through love and service.

St. Rose of Lima School Philosophy

At St. Rose of Lima, we believe it is our ministry to teach each child how to lead a life centered in Jesus Christ. As Catholic Educators we are committed to the integration of faith and learning. With the centrality of religion being the focus of our school, we provide opportunities for prayer, worship, community building, and service that empower our students to practice their faith daily through word and action.

We believe catholic education should be relevant to student's life experiences so that they may live out the teachings of the Gospel and be productive citizens. We use both research –based methodologies and holistic instruction. Furthermore, we also encourage parental and community involvement with our students to enable them to recognize their gifts and develop their talents for the greater glory of God.



St. Rose of Lima Catholic School Schoolwide Learning Expectations

Schoolwide Learning Expectations

A St. Rose of Lima Students is an active Catholic who:

- + Prays daily to foster a personal relationship with God.
- + Proclaims the Gospel through acts of love, care, and service to the community.
- + Receives the sacraments faithfully.
- + Demonstrates respect and love for the Eucharist.
- + Participates in Mass and celebrates Catholic cultural traditions and devotions.
- + Imitates the examples of Mary and other saints.
- + Makes moral decisions based on Gospel values.

A St. Rose of Lima Students is a caring and socially responsible person who:

- + Demonstrates friendliness, cheerfulness, and good manners.
- + Expresses appreciation, kindness, and empathy.
- + Shows respect for others through charitable words and deeds.
- + Demonstrates leadership, responsibility, and resourcefulness.
- + Celebrates and demonstrates respect for diversity in ethnic and cultural traditions.
- + Serves others in the local and global community.

A St. Rose of Lima Students is an academic achiever who:

- + Shows confidence, self-motivation, and a curiosity for learning.
- + Set goals and develops plans to achieve success.
- + Communicates effectively through written and oral expression.
- + Practices good listening skill, study habits, organization, and neatness.
- + Exercises imagination and creativity in all subjects.
- + Seeks and uses multiple resources to find solutions and new knowledge.
- + Analyzes, creates, and evaluates literature and information.

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Distance Learning

Distance Learning- instruction in which instructor and student are in different locations. The learning is synchronous and asynchronous. A distance learning plan will be provided to meet the needs of students in each grade level. Instruction will provide both synchronous and asynchronous lessons, teacher- led instruction and independent work and office hours for student to review support as needed.

Key Terminology for Online Learning

Synchronous instruction is when student and teacher are live and face to face on a conferencing platform like Google Meet. Students and teacher can communicate in real time.

Asynchronous instruction is when students are working independently or watching pre-recorded videos. The teacher is not live or face to face with the student.

Student will have a combination of synchronous and asynchronous during school hours.

Google Meet is our digital classroom. This is where we have our live sessions. This is where the teacher Teaches and students ask questions.

ZOOM is a platform used where teacher and students can have a live session. Teacher is able to share his/her screen while teaching. It allows for teacher and students to ask questions.

Parent Communication

Administration:

- The office will continue to send out our Monday weekly newsletters. We will post the newsletter on schoolspeak and school website as well as via email using the emails listed on schoolspeak.
- The monthly calendar will be posted on schoolspeak and school website.
- The principal will be available to meet with parents over the phone or at the school by appointments to discuss issue of importance to them about their children. Please contact the office to schedule an appointment.
- Monthly parent meetings to provide updates (during distance learning) via Zoom.
- Any questions can be done through the principal's email at lguzman@sroflimaschool.org

Teachers will:

- Communicate by Email throughout the week, when needed (reply within 24 hours)
 - Contact parents in a timely manner if students are not submitting their assignments to determine reason (email and/or zoom meeting).
 - Hold office hours for families, parents can make an appointment with teacher for a virtual meeting through Zoom or Google Meet.
 - Post weekly Newsletters on SchoolSpeak.
 - Post on Google Classroom- Student agenda, assignments, lesson plan, schedule, newsletter and messages for extra help.
 - Please note that in an effort to allow teachers an opportunity to do the extra planning and work that will need to take place for remote learning, teachers will not be expected to answer any emails that are received after 3:30pm unless it is a serious emergency. During this time, the necessity of developing time for self-care for yourself is of paramount importance.
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Attendance Policy

Attendance is very important to the academic of our children. Parents must ensure that their child logs in daily to class and has all material ready to learn. A device is very important, all students are required to have one. Devices are available from the school.

- Attendance is taken at 8:00 am
 - Attendance is taken in the morning when students join in on their Morning Huddle as well throughout the day.
 - Student logging into meeting after 8:00 am will be marked absence and /or late
 - Students will be marked half day absent if he/she misses any of the live sessions.
 - Students should be present at ALL live sessions unless there is an illness or excuse absence.
 - Notify the teacher through email or call office to let them know your child will be absent.
 - Parents must provide the teacher with doctor's note if the student will be out for morning or afternoon lessons, for an excuse absent otherwise the students will be marked full day absent or half day absent.
 - Repeated absences may influence final grade.
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Distance Learning Procedures and Norms

- Students need to be visible on camera and still.
 - Be on time to live sessions.
 - ATTEND ALL live sessions
 - Students should have lunch or snack during their break and not during class.
 - Find a quiet learning place without distractions.
 - Students should NOT be eating during live sessions.
 - ALL students are required to wear proper uniform.
 - Students are expected to have all material ready to learn.
 - Students are expected to submit all work on time
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Student Communication

- All assignments are posted in Google classroom and/or Seesaw (Daily)
 - Morning Huddle agenda is given to students daily.
 - Students can message teacher through Google Classroom/Seesaw for questions throughout the day.
 - Teachers check throughout the day with students for clarification, posting of assignments, and extra help.
 - Office Hours Monday, Tuesday, and Thursday for 30 minutes to an hour set by the teacher, student, and parent.
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Assignment Delivery

- Teachers will go over assignments for the day during Morning Huddle at 7:50-8:00 am (Daily).
 - All assignments will be posted on Google Classroom and/or Seesaw.
 - Daily assignments should be turned in by the end of the day (at a time designated by the teacher). Some assignments will take long to complete, the teacher will communicate and/or post the due date.
 - If student is not able to submit an assignment, parents MUST email the teacher.
 - ALL Work will be done both synchronous and asynchronous.
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Distance Learning Schedule

- All students log in at 7:50 am for Morning Huddle and Prayer
- At 8:00 am class will begin for all grades and attendance will be taken.

- All students will have a recess break at 10:00-10:30 am and lunch break at 12:00 - 12:50 pm.
- Each instruction will consume less than the allotted time (lasting for 40 to 60 minutes) allowing for breaks in between.
- Grades 1st through 8th grade will be in class synchronously or asynchronously from 7:50 am -2:10 pm Monday through Thursday and on Fridays from 8:00 am- 12:30 pm. In TK grade, the students will be in class from 7:50 am- 12:00pm and Friday from 8:00 am- 12:00 pm. Kindergarten from 7:50 am- 1:30 pm Monday-Thursday and on Friday from 8:00 am- 12:00 pm

For class schedules **SEE Appendix 1**

Teachers' Availability

- Weekly office hours: Scheduled by teacher, parent and/or student (Monday, Tuesday, and Thursday)
 - Student 2:10 pm- 3:00 1st- 8th grade
 - Parents - By appointment only 3:00-3:30 pm.
 - TK and Kinder 1:30 pm- 3:30 pm students and parents.
 - Afternoon huddle 1:20-1:30 TK- K

Grading Policy

Communication Progress

- Parents in grades TK-8th will have access to Schoolspeak to view and monitor their child's progress. Also, parent can view Google Classroom for their child's submission of assignments.

Teachers

- Teachers will post grades on a weekly basis (Every Monday)
- Teachers will be available to meet with parents to discuss academic progress by appointments during office hours and during parent-teacher conferences (twice a year: Fall and Spring).

Parents

- Parents must make sure they have access to Schoolspeak and know how to navigate it.
- Parents must monitor their child's progress thru Schoolspeak.

Students

- Students must turn in ALL assignments on time, by due date.
- Students must communicate with parents and teachers of missing assignments.
- Students can meet with teacher to discuss progress or assignments during office hours or thru email.

Administrator

- Principal will plan 3 separate meeting with students to welcome them back to school (August 27th and 28th)
 - Principal will plan a zoom meeting in August to discuss plan for Distance Learning (August 31st, power point will be posted on Schoolspeak)
 - Principal and secretary will plan a zoom meeting in September to navigate Google Classroom/Meet. (Power point will be posted on Schoolspeak).
 - Secretary with Principal will post on Schoolspeak power point on how to navigate Seesaw and Schoolspeak.
 - Principal will regularly meet with teachers to discuss academic progress.
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Missing or Late Assignments

- Teachers will make the necessary accommodations for missing or late assignments. The parents and students will need to inform the teacher of missing or late assignment.
 - Teacher will give the students a grace of one week to submit the missing or late assignment.
 - Missing or late assignments can affect grade, (points will be deducted at the time of submission).
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Assessing Students Progress

- Teacher will be assessing students using multiple tools at any time during the unit.

Formative Assessments refers to a wide variety of methods that teachers use to conduct in-process evaluations of student comprehension, learning needs, and academic progress during a lesson, unit, or course.

Summative Assessments are used to evaluate students learning progress and achievement at the conclusion of a specific instruction period-usually at the end of a project, unit, course, semester, or school year.

Formative assessments while teaching a lesson or a skill and **Summative assessments** are test at the end of unit to check for mastery learned.

Technology

Teachers will be sending all the student's home with the tools they need to be successful with distance learning on "Meet the Teacher" week (August 27th and 28th).

Student pick up:

- Supply bin (fee)
- Textbooks
- iPad
- Art Trek bag
- Yellow Envelop with important office forms

Password

- ALL parents and students will be given Google Classroom/Meet accounts, During Parent orientation with the teacher.
 - Zoom session ID and password will be emailed to parents and/or students
- Seesaw, Splash Learning, Read Theory, Epic, eSpark, Vocabulary Workshop, Freckle, Go Math (math program), Math Playground, and Journeys (reading program) will be sent to parents' email.

All students in grades TK-8th will receive a school device (iPad) that they can use at home. Parents **MUST** sign the certification before taking the device home. Parents will be responsible for the device being used solely and exclusively for academic purposes by their child and in case of damage or destruction the device **MUST** be paid in full to the school.

Supporting Learning

During distance learning the parents and teachers play an important role in their child's/students' success.

For Student, Parent and Teacher Role **See Appendix II**

Distance Learning Office Hours

Office Hours are Monday - Thursday from 8:00 am- 3:00 pm. We are closed for lunch from 12:30-1:00 pm. Friday we are open from 9:00am-1:00 pm

We are limiting the amount of people in the building. We encourage you to call the office 323-560-3376 and/or send us an email (see below) for any questions and/or concerns.

We are limiting people in the front office to 1 person at a time (two if in the same family). Please avoid bringing in extra family members when visiting the school/office. If someone is in the office already, you will have to wait outside the gate until they exit.

We are also encouraging you to make payment using VENMO to limit amount of people in the building. Our VENMO username is **@stroseoflimaschool**

HOURS:

Mrs. Salgado: Admin. Secretary

Monday- Thursday 8:30 am - 3:00 pm, Friday 9:00 am -1:00 pm

asalgado@sroflimaschool.org

Mrs. Garcia: Secretary

Wednesday 8:00 am -12:00 pm, Thursday 8:00 am- 1:00 pm, Friday 9:00 am- 12 pm

kgarcia@sroflimaschool.org

Mrs. Guzman: Principal

Monday -Wednesday 8:00 am- 3:00 pm, Thursday 8:00-9:00am (the rest of the day out at a leadership meeting with Father Dario), Friday 9:00 am-12:00 pm.

lguzman@sroflimaschool.org

For appointments, please call the office. I can do zoom or phone conferences.

Honesty Guidelines

St. Rose of Lima School asks of all students to practice sincere efforts in demonstrating his/her efforts when submitting work. Our God asks us to act with integrity. Integrity adherence to moral and ethical principle; it is a moral character, which is a commitment to honesty. *Study to shew thyself approved unto God, a workman that needeth not to be ashamed, rightly dividing the word of truth. 2 Timothy 2:15*

Type of Academic Dishonesty

Cheating is taking or giving any information or material which will be used to determine academic credit.

- Copying from another student's test or homework.
- Allowing another student to copy from your test or homework.
- Using materials such as textbooks, notes, or formula lists during a test without the teacher's permission.
- Collaborating on an in-class or take-home test without the teacher's permission.

Plagiarism

- to steal and pass off (the ideas or words of another) as one's own
- to use someone else's work and or copy

A St. Rose of Lima Student is an active Catholic who makes moral decisions based on Gospel values.

Please note that this plan is subject to change as needed during distance learning. We will continue to update the document as needed. This document serves as clear expectations and information for the parents, students, teachers, and administrators. If at any time you should have any question regarding this document, please email the correct person to answer your question. We are here to support one another and to work as a team.

**St. Rose of Lima Catholic School
2020-2021 Faculty and Staff**

Pastor

Father Dario Miranda
frdmiranda@sroflima.org

Principal

Mrs. Laura Guzman M.Ed.
lguzman@sroflimaschool.org

Transitional Kindergarten and Kindergarten Teacher

Mrs. Ana Gutierrez M.Ed.
agutierrez@sroflimaschool.org

First and Second Grade Teacher

Mrs. Elizabeth Guzman M.Ed.
eguzman@sroflimaschool.org

Third and Fourth Grade Teacher

Mrs. Veronica Sandoval M.Ed.
vsanodoval@sroflimaschool.org

Fifth and Sixth Grade Teacher and Vice-Principal

Mrs. Pat Jackson M.Ed.
pjackson@sroflimaschool.org

Seventh and Eighth Grade Teacher

Mr. Vincent Gonzalez M. Ed.
vgonzalez@sroflimaschool.org

Office Administrator

Mrs. Alicia Salgado
asalgado@sroflimaschool.org

Office Secretary/ and Technical Support

Mrs. Karla Garcia
kgarcia@sroflimaschoool.org

Maintenance

Esperanza Rojas

Appendix I

Transitional Kindergarten: Mrs. Gutierrez 2020-2021 Schedule

Synchronous=On-Line

Asynchronous= Off Line

	Monday	Tuesday	Wednesday	Thursday	Friday
TK	Morning Huddle 7:50-8:00 am	Morning Huddle 7:50-8:00 M	Morning Huddle 7:50-8:00 am	Morning Huddle 7:50-8:00 am	Mass 8:00 – 9:00am
TK Asynchronous (Independent)	Asynchronous (Independent) 8:00 – 9:00	Asynchronous (Independent) 8:00 – 9:00	Asynchronous (Independent) 8:00 – 9:00	Asynchronous (Independent) 8:00 – 9:00	ART TREK Asynchronous 9:00 – 9:30 TK Synchronous 9:30 – 10:00 TK
TK Synchronous (Online) 9:00 – 10:00	ELA Fluency 9:00 –9:10 Phonics 9:10 – 9:20 Word Study 9:20 – 9:30 Math 9:30 – 10:00	ELA Fluency 9:00 –9:10 Phonics 9:10 – 9:20 Word Study 9:20 – 9:30 Math 9:30 – 10:00	ELA Fluency 9:00 –9:10 Phonics 9:10 – 9:20 Word Study 9:20 – 9:30 Math 9:30 – 10:00	ELA Fluency 9:00 –9:10 Phonics 9:10 – 9:20 Word Study 9:20 – 9:30 Math 9:30 – 10:00	
TK and K	Recess 10:00 - 10:35	Recess 10:00 - 10:35	Recess 10:00 - 10:35	Recess 10:00 - 10:35	Recess (TK/K) 10:00 - 10:35
TK Asynchronous (Independent)	Asynchronous (Independent) 10:40 – 11:20	Asynchronous (Independent) 10:40 – 11:20	Asynchronous (Independent) 10:40 – 11:20	Asynchronous (Independent) 10:40 – 11:20	P.E. 10:40 – 11:10 TK – 2 nd (YouTube Video)
TK Synchronous (online) 11:20 -12:00	Reading 11:20 -11:40 Religion 11:40-12:00	Reading 11:20 -11:40 Religion 11:20-12:00	Reading 11:20 -11:40 Religion 11:20-12:00	Reading 11:20 -11:40 Religion 11:20-12:00	Kinder Math (On Line) 11:20-11:40 TK Science (On Line) 11:40-11:45

					TK Social Studies 11:45 -12:00 TK Social Studies 11:45 -12:00
TK and K	Lunch 12:05-12:50	Lunch 12:05-12:50	Lunch 12:05-12:50	Lunch 12:05-12:50	Afternoon Huddle 12:00-12:05
TK	Nap Time 12:50 -1:20	Nap Time 12:50 -1:20	Nap Time 12:50 -1:20	Nap Time 12:50 - 1:20	
TK and K	Afternoon Huddle 1:20 – 1:30	Afternoon Huddle 1:20 – 1:30	Afternoon Huddle 1:20 – 1:30	Afternoon Huddle 1:20 – 1:30	
Office Hours 1:30 – 3:30	Office Hours 1:30 – 3:30	Office Hours 1:30 – 3:30	Office Hours 1:30 – 3:30	Office Hours 1:30 – 3:30	

**Kindergarten: Mrs. Gutierrez
2020-2021 Schedule**

Synchronous=On-Line
Asynchronous= Off Line

Grade	Monday	Tuesday	Wednesday	Thursday	Friday
TK and K	Morning Huddle 7:50-8:00 am	Morning Huddle 7:50-8:00 am	Morning Huddle 7:50-8:00 am	Morning Huddle 7:50-8:00 am	Mass 8:00 – 9:00am
Kindergarten Synchronous (Online)	ELA Fluency 8:00 – 8:10 Phonics 8:10 – 8:25 Word Study 8:25 -8:45 Vocabulary 8:45 – 9:00	ELA Fluency 8:00 – 8:10 Phonics 8:10 – 8:25 Word Study 8:25 -8:45 Vocabulary 8:45 – 9:00	ELA Fluency 8:00 – 8:10 Phonics 8:10 – 8:25 Word Study 8:25 -8:45 Vocabulary 8:45 – 9:00	ELA Fluency 8:00 – 8:10 Phonics 8:10 – 8:25 Word Study 8:25 -8:45 Vocabulary 8:45 – 9:00	
Kindergarten Asynchronous (Online) 9:00 – 10:00	Asynchronous (Independent)	Asynchronous (Independent)	Asynchronous (Independent)	Asynchronous (Independent)	
TK and K	Recess 10:00 - 10:35	Recess 10:00 - 10:35	Recess 10:00 - 10:35	Recess 10:00 - 10:35	ART TREK 9:00 – 9:30 K Asynchronous 9:30 – 10:00
Kindergarten Synchronous (online)	ELA Reading 10:40 -11:00 Religion 11:00-11:20	ELA Reading 10:40 -11:00 Religion 11:00-11:20	ELA Reading 10:40 -11:00 Religion 11:00-11:20	ELA Reading 10:40 -11:00 Religion 11:00-11:20	Recess 10:00 - 10:35
Kindergarten Asynchronous (Independent)	Asynchronous (Independent) 11:20 – 12:00	Asynchronous (Independent) 11:20 – 12:00	Asynchronous (Independent) 11:20 – 12:00	Asynchronous (Independent) 11:20 – 12:00	P.E. 10:40 – 11:10 TK – 2 nd

TK and K	Lunch 12:05-12:50	Lunch 12:05-12:50	Lunch 12:05-12:50	Lunch 12:05-12:50	Assessments (Online) 11:20-11:40
Kindergarten Synchronous (online)	Math 12:50 – 1:10 Science 1:10 – 1:20	Math 12:50 -1:20	Math 12:50 – 1:10 Science 1:10 – 1:20	Math 12:50 -1:20	Asynchronous 11:40 – 12:00 Afternoon Huddle 12:00-12:05
TK and K Synchronous	Afternoon Huddle 1:20 – 1:30	Afternoon Huddle 1:20 – 1:30	Afternoon Huddle 1:20 – 1:30	Afternoon Huddle 1:20 – 1:30	
Office Hours 1:30 – 3:30	Office Hours 1:30 – 3:30	Staff Meeting	Office Hours 1:30 – 3:30	Office Hours 1:30 – 3:30	

**First Grade: Mrs. E. Guzman
2020-2021 Schedule**

Synchronous=On-Line
Asynchronous=Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MASS 8:00- 9:00 am
RELIGION (Stay in Huddle) (1 st grade synchronous) 8:00am-8:30am) (asynchronous) 8:30am-9:00am	RELIGION (Stay in Huddle) (1 st grade synchronous) 8:00am-8:30am) (asynchronous) 8:30am-9:00am	RELIGION (Stay in Huddle) (1 st grade synchronous) 8:00am-8:30am) (asynchronous) 8:30am-9:00am	RELIGION (Stay in Huddle) (1 st grade synchronous) 8:00am-8:30am) (asynchronous) 8:30am-9:00am	MORNING HUDDLE 9:00 am - 9:10 am Attendance
ELA Phonics-9:00-9:10 Word Study 9:10-9:30 Vocabulary 9:30-9:45 Fluency-9:45-9:55 (1st grade synchronous) 9:00am-9:55am	ELA Grammar 9:00-9:15 Writing 9:15-9:30 Reading 9:30-10:00 am (1st grade synchronous) 9:00am - 10am	ELA Phonics-9:00-9:10 Word Study 9:10-9:30 Vocabulary 9:30-9:45 Fluency-9:45-9:55 (1st grade synchronous) 9:00am-9:55am	ELA Grammar 9:00-9:15 Writing 9:15-9:30 Reading 9:30-10:00 am (1st grade synchronous) 9:00am - 10am	ART TREK (Stay in Huddle) 9:310 - 10:00 am
RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:15 am
ELA (Asynchronous - Offline) 10:30 – 11:30 am	ELA (Asynchronous - Offline) 10:30 – 11:30 am	ELA (Asynchronous - Offline) 10:30 – 11:30 am	ELA (Asynchronous - Offline) 10:30 – 11:30 am	P.E Stay in Huddle 10:15am – 11:00am
MATH (1 st grade- synchronous) 11:30- 12:10	MATH (1 st grade- synchronous) 11:30- 12:10	MATH (1 st grade- synchronous) 11:30- 12:10	MATH (1 st grade- synchronous) 11:30- 12:10	ASSESSMENTS 11:10-12:30 PM
Lunch 12:10 am-12:50 am	Lunch 12:10 am-12:50 am	Lunch 12:10 am-12:50 am	Lunch 12:15 am-12:50 am	DISMISSAL 12:30 PM
MATH (Asynchronous - OFFLINE) 12:50 - 1:30 pm	MATH (Asynchronous - OFFLINE) 12:50 - 1:30 pm	MATH (Asynchronous - OFFLINE) 12:50 - 1:30 pm	MATH (Asynchronous - OFFLINE) 12:50 - 1:30 pm	

SOCIAL STUDIES (Synchronous) 1:30- 2:10 PM	SOCIAL STUDIES (Asynchronous) 1:30- 2:10	SCIENCE (Stay in Huddle) (1 st &2 nd synchronous) Lesson 1:30pm-2:20pm	SCIENCE (Stay in Huddle) (1 st & 2 nd grade- synchronous) Hands on/LAB DAY/ STEM 1:30pm-2:10pm	
DISMISSAL 2:10 PM	DISMISSAL 2:10 PM	DISMISSAL 2:10 PM	DISMISSAL 2:10 PM	
OFFICE HOURS 2:10-3:30 PM	OFFICE HOURS 2:10-3:30 PM	FACULTY MEETINGS	OFFICE HOURS 2:10 -3:30 PM	

**Second Grade: Mrs. E. Guzman
2020-2021 Schedule**

Synchronous=On-Line
Asynchronous=Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MASS 8:00- 9:00 AM
RELIGION (Stay in Huddle) (2nd grade synchronous) 8:00am-8:30am (asynchronous) 8:30am-9:00am	RELIGION (Stay in Huddle) (2nd grade synchronous) 8:00am-8:30am (asynchronous) 8:30am-9:00am	RELIGION (Stay in Huddle) (2nd grade synchronous) 8:00am-8:30am (asynchronous) 8:30am-9:00am	RELIGION (Stay in Huddle) (2nd grade synchronous) 8:00am-8:30am (asynchronous) 8:30am-9:00am	MORNING HUDDLE 9:00 am – 9:10 AM Attendance
ELA (asynchronous-OFFLINE) 9:00am-9:55am	ELA (asynchronous-OFFLINE) 9:00am-10:00 am	ELA (asynchronous-OFFLINE) 9:00am-9:55am	ELA (asynchronous-OFFLINE) 9:00am-10:00 am	ART TREK (STAY IN HUDDLE) 9:10- 10:00 am
RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:30 am	RECESS 10:00 am- 10:15 am
ELA Phonics 10:30-10:40 Word Study 10:40-11:00 Vocabulary 11:00-11:15 Fluency 11:15-11:25 (2 nd grade synchronous) 10:30-11:30	ELA Grammar 10:30-10:45 Writing 10:45-11:00 Reading 11:00-11:30 (2nd grade synchronous) 10:30am-11:30am	ELA Phonics 10:30-10:40 Word Study 10:40-11:00 Vocabulary 11:00-11:15 Fluency 11:15-11:25 (2 nd grade synchronous) 10:30-11:30	ELA Grammar 10:30-10:45 Writing 10:45-11:00 Reading 11:00-11:30 (2nd grade synchronous) 10:30am-11:30am	P.E. STAY IN HUDDLE 10:15 AM – 11:00 AM
MATH (asynchronous-OFFLINE) 11:30am-12:10pm	MATH (asynchronous-OFFLINE) 11:30am-12:10pm	MATH (asynchronous-OFFLINE) 11:30am-12:10pm	MATH (asynchronous-OFFLINE) 11:30am-12:10pm	ASSESSMENTS 11:00am-12:30pm
Lunch 12:10 am-12:50 am	Lunch 12:10 am-12:50 am	Lunch 12:10 am-12:50 am	Lunch 12:10 am-12:50 am	DISMISSAL 12:30 PM
MATH (Synchronous) 12:50pm-1:30pm	MATH (Synchronous) 12:50pm-1:30pm	MATH (Synchronous) 12:50pm-1:30pm	MATH (Synchronous) 12:50pm-1:30pm	

SOCIAL STUDIES (Asynchronous) 1:30 pm-2:10pm	SOCIAL STUDIES (Synchronous) 1:30 pm-2:10pm	SCIENCE (Stay in Huddle) (1 st &2 nd synchronous) Lesson 1:30pm-2:20pm	SCIENCE (Stay in Huddle) (1 st &2 nd grade- synchronous) Hands on/ LAB DAY/ STEM 1:30pm-2:10pm	
DISMISSAL 2:10 PM	DISMISSAL 2:10 PM	DISMISSAL 2:10 PM	DISMISSAL 2:10 PM	
OFFICE HOURS 2:10 pm- 3:30 pm	OFFICE HOURS 2:10 pm- 3:30 pm	FACULTY MEETING	OFFICE HOURS 2:10 pm- 3:30 pm	

**Third Grade: Ms. Sandoval
2020-2021 Schedule**

Synchronous=On-Line

Asynchronous= Off Line

Monday	Tuesday	Wednesday	Thursday	Friday
MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	
RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	
(3-4 grade asynchronous) 8:30 am- 9:00am Small groups	(3-4 grade asynchronous) 8:30 am- 9:00am Small groups	(3-4 grade asynchronous) 8:30 am- 9:00am Small groups	(3-4 grade asynchronous) 8:30 am- 9:00am Small groups	
ELA Fluency-9:00-9:10 Phonics -9:10-9:20 Word Study 9:20-9:40 Vocabulary 9:40-9:55 (3 rd grade synchronous) 9:00 am- 10:00 am	ELA Grammar- 9:00-9:15 Writing- 9:15-9:30 Reading- 9:30- 10:00 (3 rd grade synchronous) (4 th grade asynchronous) 9:00 am- 10:00 am	ELA Fluency-9:00-9:10 Phonics,-9:10-9:20 Word Study-9:20-9:40 Vocabulary- 9:40-9:55 (3 rd grade synchronous) 9:00 am- 10:00 am	ELA Grammar- 9:00-9:15 Writing- 9:15-9:30 Reading- 9:30- 10:00 (3 rd grade synchronous) (4 th grade asynchronous) 9:00 am- 10:00 am	MASS 8:00am- 9:00 am
RECESS 10:00 am-10:30 am	RECESS 10:00 am-10:30 am	RECESS 10:00 am-10:30 am	RECESS 10:00 am-10:30 am	ART 9:00am-10:00am
				ASSESSMENTS 10:35am – 11:10am
SOCIAL STUDIES (3 rd grade synchronous) 11:30am- 12:10pm 10:30 – 11:20 am	SOCIAL STUDIES (3 rd grade asynchronous) 11:30 am- 12:10 am	SCIENCE 3-4 grade synchronous Lesson 11:30 am- 12:10 am	SCIENCE 3-4 grade synchronous Lesson 11:30 am- 12:10 am	P.E 11:10 am- 11:50 am
LUNCH 12:15 pm-12:50 pm	LUNCH 12:15 pm- 12:50 pm	LUNCH 12:15 pm- 12:50 pm	LUNCH 12:15 pm- 12:50 pm	OFFICE HOURS 12 -12:30 pm

MATH (3 rd grade synchronous) 12:50 pm- 1:30 pm	MATH (3 rd grade synchronous) 12:50 pm- 1:30 pm	MATH (3 rd grade synchronous) 12:50 pm- 1:30 pm	MATH (3 rd grade synchronous) 12:50 pm- 1:30 pm	
MATH Asynchronous/ Independent 1:30pm-2:10 pm	MATH Asynchronous/ Independent 1:30pm-2:10 pm	MATH Asynchronous/ Independent 1:30pm-2:10 pm	MATH Asynchronous/ Independent 1:30pm-2:10 pm	
OFFICE HOURS 2:10 pm- 3:00 pm	OFFICE HOURS 2:10 pm- 3:00 pm	FACULTY MEETING	OFFICE HOURS 2:10 pm- 3:00 pm	

**Fourth Grade: Ms. Sandoval
2020-2021 Schedule**

Synchronous= On-Line
Asynchronous= Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MASS 8:00- 9:00 am
RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	RELIGION (3 & 4 grade synchronous) 8:00 am-8:30 am	
(3-4 grade asynchronous) 8:30am- 9:00am Small groups	(3-4 grade asynchronous) 8:30am- 9:00am Small groups	(3-4 grade asynchronous) 8:30am- 9:00am Small groups	(3-4 grade asynchronous) 8:30am- 9:00am Small groups	
ELA Asynchronous/ Independent 9:00 am-10:00 am	ELA Asynchronous/ Independent 9:00 am-10:00 am	ELA Asynchronous/ Independent 9:00 am-10:00 am	ELA Asynchronous/ Independent 9:00 am-10:00 am	Art Trek 9:00 - 10:00 am
RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30- am	RECESS 10:00am – 10:30- am	RECESS 10:00am – 10:30 am	RECESS 10:00 -10:30 am
ELA Asynchronous/ Independent 10:30 am – 11:20 am	ELA Asynchronous/ Independent 10:30 am – 11:20 am	ELA Asynchronous/ Independent 10:30 am – 11:20 am	ELA Asynchronous/ Independent 10:30 am – 11:20 am	
ELA Fluency -10:30-10:40 Phonics -10:40-10:55 Word Study-10:55-11:15 Vocabulary-11:15-11:30 (4 th grade synchronous) 10:30 am – 11: 30am	ELA Grammar- 10:30- 10:45 Writing- 10:45-11:00 Reading-11:00-11:30 (4 th grade synchronous) 10:30 am – 11: 30am	ELA Fluency-10:30-10:40 Phonics -10:40-10:55 Word Study 10:55-11:15 Vocabulary-11:15-11:30 (4 th grade synchronous) 10:30 am – 11: 30am	ELA Grammar 10:30- 10:45 Writing- 10:45-11:00 Reading-11:00-11:30 (4 th grade synchronous) 10:30 am – 11: 30am	P.E 10:15-11:00 am
SOCIAL STUDIES (4 th grade asynchronous) 11:30 am- 12:10 pm	SOCIAL STUDIES (4 th grade synchronous) 11:30 am- 12:10 pm	SCIENCE 3-4 grade synchronous Lesson 11:30 am- 12:10 pm	SCIENCE 3-4 grade synchronous Hands on/ Lab Day 11:30 am- 12:10 pm	ASSESSMENTS 11:00 am-12:30 pm

LUNCH 12:15 pm- 12:50 pm	LUNCH 12:15 pm- 12:50 pm	LUNCH 12:15 pm- 12:50 pm	LUNCH 12:15 pm- 12:50 pm	OFFICE HOURS 12:00 - 12:30pm
MATH Asynchronous/ Independent 12:50pm-1:30 pm	MATH Asynchronous/ Independent 12:50pm-1:30 pm	MATH Asynchronous/ Independent 12:50pm-1:30 pm	MATH Asynchronous/ Independent 12:50pm-1:30 pm	
MATH (4 th grade synchronous) (3 rd grade asynchronous) 1:30 pm- 2:10pm	MATH (4 th grade synchronous) (3 rd grade asynchronous) 1:30 pm- 2:10pm	MATH (4 th grade synchronous) (3 rd grade asynchronous) 1:40 pm- 2:10pm	MATH (4 th grade synchronous) (3 rd grade asynchronous) 1:30 pm- 2:10pm	
OFFICE HOURS 2:10 pm- 3:00 pm	OFFICE HOURS 2:10 pm- 3:00 pm	FACULTY MEETING	OFFICE HOURS 2:10 pm- 3:00 pm	

**Fifth Grade: Mrs. Jackson
2020-2021 Schedule**

Synchronous= On-Line
Asynchronous= Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
Morning Huddle 7:50 am- 8:00 am	Morning Huddle 7:50 am- 8:00 am	Morning Huddle 7:50 am- 8:00 am	Morning Huddle 7:50 am- 8:00 am	Mass 8:00- 9:00 am
RELIGION 8:00 am- 8:30 am ON-LINE	RELIGION 8:00 am- 8:30 am ON-LINE	RELIGION 8:00 am- 8:30 am ON-LINE	RELIGION 8:00 am- 8:30 am ON-LINE	Art Trek 9:15 – 10:00 am ON-LINE
RELIGION 8:30 – 9:00 AM OFF-LINE	RELIGION 8:30 – 9:00 AM OFF-LINE	RELIGION 8:30 – 9:00 AM OFF-LINE	RELIGION 8:30 – 9:00 AM OFF-LINE	
ELA Fluency-9:00 – 9:10 Grammar-9:10-9:35 Vocabulary 9:35 – 10 9:00 am – 10:00 am ONLINE	ELA Reading – 9:00-9:30 Writing- 9:30 –10:00 9:00 am – 10:00 am ONLINE	ELA Fluency-9:00 – 9:10 Grammar-9:10-9:35 Vocabulary 9:35 – 10 9:00 am – 10:00 am ONLINE	ELA Reading – 9:00-9:30 Writing- 9:30 – 10 9:00 am – 10:00 am ONLINE	
RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30 am	RECESS 10 – 10:15 am
ELA Fluency 10:30-10:40 Grammar 10:40- 11:05 Vocabulary 11:05-11:30 10:30 am – 11: 30am OFFLINE	ELA Reading- 10:30- 11:00 Writing 11:00 -11:30 10:30 am – 11: 30am OFFLINE	ELA Fluency-10:30-10:40 Grammar -10:40: - 11:05 Vocabulary-11:05- 11:30 10:30 am – 11: 30am OFFLINE	ELA Reading- 10:30- 11:00 Writing- 11:00 -11:30 10:30 – 11: 30am OFFLINE	PE 10:15 -11:00 am OFFLINE
SOCIAL STUDIES 11:30 am- 12:10 PM ONLINE	SOCIAL STUDIES 11:30 am- 12:10 PM OFFLINE	SCIENCE 11:30 am- 12:10 PM ONLINE	SCIENCE 11:30 am- 12:10 PM ONLINE	Finish Work 11:00 am – 11:45 am OFFLINE
LUNCH 12:10 pm- 12:50 pm	LUNCH 12:10 pm- 12:50 pm	LUNCH 12:10 pm- 12:50 pm	LUNCH 12:10 pm- 12:50 pm	ASSESSMENT 11:45 am – 12:30pm ONLINE
MATH 12:50 pm – 1:30 pm ONLINE	MATH 12:50 pm – 1:30 pm OFFLINE	MATH 12:50 pm - 1:30 pm ONLINE	MATH 12:50 pm – 1:30 pm ONLINE	

MATH 1:35 pm – 2:10 pm OFFLINE	MATH 1:35 pm – 2:10 pm OFFLINE	MATH 1:35 pm – 2:10 pm OFFLINE	MATH 1:35 pm – 2:10 pm OFFLINE	
OFFICE HOURS 2:10 pm - 3:30pm	OFFICE HOURS 2:10 pm - 3:30pm	NO OFFICE HOURS Faculty Meeting	OFFICE HOURS 2:10 pm - 3:30pm	DISMISSAL 12:30PM

**Sixth Grade: Mrs. Jackson
2020-2021 Schedule**

Synchronous= On-Line
Asynchronous= Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
Morning Huddle 7:50 am- 8:00 am	Morning Huddle 7:50 am- 8:00 am	Morning Huddle 7:50 am- 8:00 am	Morning Huddle 7:50 am- 8:00 am	Mass 8:00 - 9:00 am
Religion 8:00 am– 8:30 am Online	Religion 8:00 am– 8:30 am Online	Religion 8:00 am– 8:30 am Online	Religion 8:00 am– 8:30 am Online	Art Trek 9:00 am – 10 am
Religion 8:30 am– 9:00 am Off-Line	Religion 8:30 am– 9:00 am Off-Line	Religion 8:30 am– 9:00 am Off-Line	Religion 8:30 am– 9:00 am Off-Line	
ELA Fluency-9:00 – 9:10 Grammar-9:10-9:35 Vocabulary 9:35 – 10:00 9:00 am – 10:00 am Off-Line	ELA Reading – 9:00-9:30 Writing- 9:30 – 10:00 9:00 am – 10:00 am Off-Line	ELA Fluency-9:00 – 9:10 Grammar-9:10-9:35 Vocabulary 9:35 – 10:00 9:00 am – 10:00 am Off-Line	ELA Reading – 9:00- 9:30 Writing- 9:30 – 10:00 9:00 am – 10:00 am Off-Line	ART
RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:30 am	RECESS 10 – 10:15 am
ELA Fluency-10:30-10:40 Grammar -10:40: -11:05 Vocabulary-11:05-11:30 10:30 am – 11: 30am On-Line	ELA Reading- 10:30- 11:00 Writing- 11:00 -11:30 10:30 am – 11: 30am On-Line	ELA Fluency-10:30-10:40 Grammar -10:40: -11:05 Vocabulary-11:05-11:30 10:30 am – 11: 30am On-Line	ELA Reading- 10:30- 11:00 Writing- 11:00 -11:30 10:30 – 11: 30am On-Line	P.E. 10:15 am- 11:00 am Off-Line
SOCIAL STUDIES 11:30 am- 12:10 PM Off-Line	SOCIAL STUDIES 11:30 am- 12:10 PM On-Line	SCIENCE 11:30 am- 12:10pm On-line	SCIENCE 11:30 am- 12:10pm On-line	Assessments 11 – 11:45am On-line
LUNCH 12:15 - 12:50 pm	LUNCH 12:15 - 12:50 pm	LUNCH 12:15 - 12:50 pm	LUNCH 12:15 - 12:50 pm	
MATH 12:50 pm- 1:30 pm Off-line	MATH 12:50 pm- 1:30 pm Off-line	MATH 12:50 pm- 1:30 pm Off-line	MATH 12:50 am- 1:30 pm Off-line	Finish Work 11:45 – 12:30pm Offline
MATH	MATH	MATH	MATH	

1:35 pm- 2:10 pm ONLINE	1:35 pm- 2:10 pm ONLINE	1:35 pm- 2:10 pm ONLINE	1:35 pm- 2:10 pm ONLINE	
OFFICE HOURS 2:10 – 3:30pm	OFFICE HOURS 2:10 pm - 3:30pm	NO OFFICE HOURS Faculty Meeting	OFFICE HOURS 2:10 pm - 3:30pm	Dismissal 12:30 pm

**Seventh Grade: Mr. Gonzalez
2020-2021 Schedule**

Synchronous= On-Line
Asynchronous= Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MASS 8:00am- 9:00 am
RELIGION (7 th grade synchronous)	RELIGION (7 th grade synchronous)	RELIGION (7 th grade synchronous)	RELIGION (7 th grade synchronous)	
Religion 8:30am- 9:00am 7 th Grade Asynchronous)	Religion 8:30am- 9:00am 7 th Grade Asynchronous)	Religion 8:30am- 9:00am 7 th Grade Asynchronous)	Religion 8:30am- 9:00am 7 th Grade Asynchronous)	
ELA Grammar-9:00-9:30 Vocabulary- 9:30-9:55 (7 th grade synchronous) 9:00 am- 10:00 am	ELA Reading- 9:30- 10:00 Writing- 9:00-9:30 (7 th grade synchronous) 9:00 am- 10:00 am	ELA Grammar-9:00-9:30 Vocabulary- 9:30-9:55 (7 th grade synchronous) 9:00 am- 10:00 am	ELA Reading- 9:30- 10:00 Writing- 9:00-9:30 (7 th grade synchronous) 9:00 am- 10:00 am	ART
RECESS 10:00am – 10:30- am	RECESS 10:00am – 10:30- am	RECESS 10:00am – 10:30- am	RECESS 10:00am – 10:30 am	RECESS 10:00am – 10:15- am
ELA Grammar: 10:30- 11:00 Vocabulary-11:00- 11:25 (7 th grade asynchronous) 10:30 am – 11: 30am	ELA Reading: 10:30-11:00 Writing:-11:00-11:25 (7 th grade asynchronous) 10:30 am – 11: 30am	ELA Grammar: 10:30-11:00 Vocabulary-11:00- 11:25 (7 th grade asynchronous) 10:30 am – 11: 30am	ELA Reading: 10:30- 11:00 Writing:-11:00-11:25 (7 th grade asynchronous) 10:30 am – 11: 30am	FLUENCY 11:50-12:30 PE

SOCIAL STUDIES Lesson 11:30 am- 12:10 am	SOCIAL STUDIES Offline Lab 11:30 am- 12:10 am	SCIENCE Lesson 11:30 am- 12:10 am	SCIENCE Offline Lab 11:30 am- 12:10 am	
LUNCH 12:10 pm- 12:50 pm	LUNCH 12:10pm- 12:50 pm	LUNCH 12:10pm- 12:50 pm	LUNCH 12:10 pm- 12:50 pm	
MATH (7th grade synchronous) (8th grade asynchronous) 12:50 am- 1:30 pm	MATH (7th grade synchronous) (8th grade asynchronous) 12:50 am- 1:30 pm	MATH (7th grade synchronous) (8th grade asynchronous) 12:50 am- 1:30 pm	MATH (7th grade synchronous) (8th grade asynchronous) 12:50 am- 1:30 pm	
MATH (7th grade asynchronous) 1:35 am- 2:10 pm	MATH (7th grade asynchronous) 1:35 am- 2:10 pm	MATH (7th grade asynchronous) 1:35 am- 2:10 pm	MATH (7th grade asynchronous) 1:35 am- 2:10 pm	
Student Council Meeting	OFFICE HOURS 2:10pm -3:30pm	FACULTY MEETING	OFFICE HOURS 2:10pm -3:30pm	

**Eighth Grade: Mr. Gonzalez
2020-2021 Schedule**

Synchronous= On-Line
Asynchronous= Off-Line

Monday	Tuesday	Wednesday	Thursday	Friday
MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MORNING HUDDLE 7:50 am- 8:00 am	MASS 8:00am- 9:00 am
RELIGION 8 th Grade Asynchronous	RELIGION 8 th Grade Asynchronous)	RELIGION 8 th Grade Asynchronous)	RELIGION 8 th Grade Asynchronous)	
Religion 8:30am- 9:00am (8 th grade synchronous)	Religion 8:30am- 9:00am (8 th grade synchronous)	Religion 8:30am- 9:00am (8 th grade synchronous)	Religion 8:30am- 9:00am (8 th grade synchronous)	
ELA Grammar-9:00-9:30 Vocabulary- 9:30-9:55 (8 th grade asynchronous) 9:00 am- 10:00 am	ELA Reading- 9:30-10:00 Writing- 9:00-9:30 (8 th grade asynchronous) 9:00 am- 10:00 am	ELA Grammar-9:00-9:30 Vocabulary- 9:30-9:55 (8 th grade asynchronous) 9:00 am- 10:00 am	ELA Reading- 9:30-10:00 Writing- 9:00-9:30 (8 th grade asynchronous) 9:00 am- 10:00 am	ART
RECESS 10:00am – 10:30-am	RECESS 10:00am – 10:30-am	RECESS 10:00am – 10:30-am	RECESS 10:00am – 10:30-am	RECESS 10:00am – 10:15- am
ELA Grammar: 10:30-11:00 Vocabulary-11:00-11:25 (8 th grade synchronous)	ELA Reading: 10:30-11:00 Writing:-11:00-11:25 (8 th grade synchronous)	ELA Grammar: 10:30-11:00 Vocabulary-11:00-11:25 (8 th grade synchronous)	ELA Reading: 10:30-11:00 Writing:-11:00-11:25 (8 th grade synchronous)	FLUENCY 11:50-12:30 PE

10:30 – 11: 30am	10:30– 11: 30am	10:30 – 11: 30am	10:30 – 11: 30am	
SOCIAL STUDIES Lesson 11:30 am- 12:10pm	SOCIAL STUDIES Offline Lab 11:30 am- 12:10pm	SCIENCE Lesson 11:30 am- 12:10pm	SCIENCE Offline Lab 11:30 am- 12:10pm	
LUNCH 12:10 pm- 12:50 pm	LUNCH 12:10pm- 12:50 pm	LUNCH 12:10pm- 12:50 pm	LUNCH 12:10 pm- 12:50 pm	
MATH (8 th grade asynchronous) 12:50 am- 1::30 pm	MATH (8 th grade asynchronous) 12:50 am- 1::30 pm	MATH (8 th grade asynchronous) 12:50 am- 1::30 pm	MATH (8 th grade asynchronous) 12:50 am- 1::30 pm	
MATH (8th grade synchronous) 1:35 pm- 2:10 pm	MATH (8th grade synchronous) 1:35 pm- 2:10 pm	MATH (8th grade synchronous) 1:35 pm- 2:10 pm	MATH (8th grade synchronous) 1:35 pm- 2:10 pm	
Student Council Meeting	OFFICE HOURS 2:10pm -3:30pm	FACULTY MEETING	OFFICE HOURS 2:10pm -3:30pm	



Appendix II

ST. ROSE OF LIMA CATHOLIC SCHOOL

ROLES FOR STUDENTS, PARENTS, AND TEACHER DURING DISTANCE LEARNING

STUDENT ROLE

A St. Rose of Lima Student is expected to:

- Log in at 7:50 am for morning assembly, prayer, and attendance (Monday-Thursday) “Class Huddle,” and in the afternoon as well.
- Attend Mass every Friday morning at 8 am (in person or YouTube channel with Father Dario)
- Be ready to learn with all materials needed for the day.
- Be on time to class (synchronously and/or asynchronously).
- Turn on their camera so that they are easily recognizable to classmates and teacher.
- Wear proper school uniform when logging into class daily.
- Have breakfast before class session not during class time.
- Follow the class norms and be on their best behavior.

- Submit work on time (due at the end of the day and/or told otherwise by the teacher).
- Adhere to the school's academic honesty guidelines.
- Actively participate in class discussions and activities.

ALL St. Rose of lima Students are expected to:

- Participate and log in to do extra-curricular activities (Art and P.E) when scheduled.
- Take recess and lunch breaks (TK and Kinder nap time).

NOTE: Office hours will be held weekly and will be conducted synchronously via video conferencing to provide student intervention, conferencing, and other instruction on a need's basis from 2:15-3:00pm by appointments only Monday, Tuesday, and Thursdays).

PARENT ROLE

A St. Rose of Lima Parent is expected to:

- Ensure child is ready for the day and can access live sessions.
- Support child in having a learning place free of distractions. Having a blank wall around the area works.
- Ensure that child logs in on time for morning prayer and class sessions.
- Ensure that child attends mass every Monday and participates in extra-curricular activities (Art and P.E.)
- Ensure that your child is completing and submitting assignments on time.
- Develop good habits from the start and create a routine and talk about how its working overtime.
- Ensure that you child is going to sleep early. Sleep is essential for learning and emotional health.
- Make sure an adult monitors online learning. For older students, an adult does not need to linger. Learning should be independently by the student (mistakes can and will happened).
- Help student own their learning, provide support and encouragement, and expect your children to do their part. Help your child become independent.
- Encourage physical activities and exercise. Staying healthy is vital to their wellbeing.
- Manage stress and make the most of an usual situation. We are all going through so much at this time and our way of living has change dramatically, and there's a great deal of anxiety in the world right now. We understand

that parents may be stress as well, children are often aware of what is going on. Children will benefit when age appropriate information is given to them from trusted adult.

- Help you child maintain communication with peers. But monitor your child when online. Remind your child about respecting their peers, and follow school guidelines. Encourage your child to maintain a healthy and positive interactions.

TEACHER ROLE

A St. Rose of Lima School teacher will:

- Provide parents and students with all the necessary passwords.
- Communicate through online platforms and virtual learning environment (Google Classroom/Meet, Seesaw and Schoolspeak).
- Communicate by Email- throughout the week, when needed (reply within 24 hours)
- Contact parents in a timely manner if students are not submitting their assignments.
- Hold office hours for families, parents can make an appointment with teacher for a virtual meeting through Zoom or Google Meet.
- Post weekly on School Speak Newsletters and Lesson Plans.
- Teachers will post grades on a weekly basis (Every Monday). Teachers will be available to meet with parents to discuss academic progress by appointments during office hours and during parent-teacher conferences (twice a year: Fall and Spring).
- Post on Google Classroom- Student agenda, assignments, lesson plan, schedule, newsletter and messages for extra help.
- Aim to build a variety of lessons synchronously and asynchronously task. Distance Learning does not mean being behind a computer for seven hours every day.
- Please note that in an effort to allow teachers an opportunity to do the extra planning and work that needs to take place for remote learning; teachers will not be expected to answer any emails that are receive after 3:00pm unless is a serious emergency. During this time, the necessity of developing time for self-care for yourself is of paramount importance.

**St. Rose of Lima Catholic School
2020-2021 Faculty and Staff**

Pastor

Father Dario Miranda
frdmiranda@sroflima.org

Principal

Mrs. Laura Guzman M.Ed.
lguzman@sroflimaschool.org

Transitional Kindergarten and Kindergarten Teacher

Mrs. Ana Gutierrez M.Ed.
agutierrez@sroflimaschool.org

First and Second Grade Teacher

Mrs. Elizabeth Guzman M.Ed.
eguzman@sroflimaschool.org

Third and Fourth Grade Teacher

Mrs. Veronica Sandoval M.Ed.
vsanodoval@sroflimaschool.org

Fifth and Sixth Grade Teacher and Vice-Principal

Mrs. Pat Jackson M.Ed.
pjackson@sroflimaschool.org

Seventh and Eighth Grade Teacher

Mr. Vincent Gonzalez
vgonzalez@sroflimaschool.org

Office Administrator

Mrs. Alicia Salgado
asalgado@sroflimaschool.org

Office Secretary/ and Technical Support
Mrs. Karla Garcia
kgarcia@sroflimaschoool.org

Maintenance
Esperanza Rojas