

# **COL Weekly Learning & Office Hours Schedule**

## **Elk Rapid High School & Sunrise Academy**

### **April 13 to June 5, 2020**

#### **Rationale - Student/Teacher Subject Area Focuses By Day:**

Based on resources and recommendations from other states and various online learning think tanks, 9-12 students in an online/remote learning environment should have a maximum of 3 hours (180) minutes each day devoted to instruction and learning activities (coursework). This coursework is ideally in 2-4 subjects each day with a maximum total time in each course of 45 minutes. Core courses (Math, ELA, Science & SS) will more likely be 45 minutes with elective courses closer to 30 minutes. The bulk of the teaching and student work will be done Monday through Thursday with Friday reserved for additional work time in all subjects for students. Because students and teachers now have varying responsibilities and schedules it is suggested that teachers provide/post work that can be accomplished by students at any point throughout the day. Teachers are encouraged to give live lectures and/or upload pre recorded lectures/demos. Teachers are encouraged to communicate and coordinate with each other regarding the scheduled times of live lectures in order to be mindful of posted office hours. All of the resources thus gleaned suggest that teachers/staff provide office hours that are consistent and varied at the same time. Teachers may be accessible by phone, e-mail, and video conferencing (Zoom or Google Hangout), etc. On page two is our intended office hours schedule until/unless we collectively make a change. **A Q&A document for teachers will be shared prior to April 13th.** NOTE: On the days that "SpEd" is designated with English this refers to Ms. Gardner and on the days it is designated with Math it refers to Ms. Z..

#### **Weekly Student Learning & Teacher Instruction Schedule:**

##### **Monday**

- English/SpEd (30-45 minutes)
- Social Studies (30-45 minutes)
- Spanish & PE/Health (30-45 minutes each)

##### **Tuesday**

- Math/SpEd (30-45 minutes)
- Science (30-45 minutes)
- Art, Music, PLATO/MVU Online, & CTC (30-45 minutes each)

##### **Wednesday**

- English/SpEd (30-45 minutes)
- Social Studies (30-45 minutes)
- Spanish & PE/Health (30-45 minutes each)

##### **Thursday**

- Math/SpEd (30-45 minutes)
- Science (30-45 minutes)
- Art, Music, PLATO/MVU Online, & CTC (30-45 minutes each)

##### **Friday (Student Work Day - All Subjects)**

- English/SpEd - 30 minutes
- Math/SpEd - 30 minutes
- Science - 30 minutes
- Social Studies - 30 minutes

- Elective 1 - 30 minutes
- Elective 2 - 30 minutes

## **Teacher/Staff Office Hours & Prep Time**

Please note that the Office Hours and Prep Time for each subject area is on the day following the day of subject area instruction on page one. It is expected that teachers make themselves available for office hours to assist students or talk to parents every other day for one hour and 30 minutes on Fridays for a total of 2.5 hours per week. Teachers can really prep whenever they need to or want to, this document just suggests prepping on the same day as your office hours so that it precedes the day of instruction and learning. These times are just a starting point for everyone and collectively we may adjust them.

### **Monday**

- Math Dept./SpEd 8:30-9:30
- Science Dept. 9:30-10:30
- Art, Music, PLATO/MVU Online, & CTC 10:30-11:30
- Prep Time 12:00-3:00
- Office & Counseling Staff Hours 12:00-3:00

### **Tuesday**

- English Dept./SpEd 8:30-9:30
- Social Studies Dept. 9:30-10:30
- Spanish & PE/Health 10:30-11:30
- Prep Time 12:00-3:00

### **Wednesday**

- Math Dept./SpEd 8:30-9:30
- Science Dept. 9:30-10:30
- Art, Music, PLATO/MVU Online, & CTC 10:30-11:30
- Prep Time 12:00-3:00

### **Thursday**

- English Dept./SpEd 8:30-9:30
- Social Studies Dept. 9:30-10:30
- Spanish & PE/Health 10:30-11:30
- Prep Time 12:00-3:00
- Office & Counseling Staff Hours 12:00-3:00

### **Friday (Student Work Day - All Teachers Available For 30 Minutes of Office Hours)**

- All subjects:
  - English/SpEd - 8:30-9:00
  - Math/SpEd - 9:00-9:30
  - Science - 9:30-10:00
  - Social Studies - 10:00-10:30
  - Spanish & PE/Health - 10:30-11:00
  - Art, Music, PLATO/MVU Online, & CTC - 11:00-11:30
  - Office & Counseling Staff Hours - 8:30-11:30