









# THOMPSON K-8 REMOTE LEARNING TIPS & CONTACT INFORMATION

<p><b>Prepare for Success</b></p> 	<ul style="list-style-type: none"> <li>• Set up your device in a place that is quiet and as free of distractions as possible. For example, setting up your device in the living room with the TV on will not help you learn!</li> <li>• Dress properly for participating in virtual classrooms. Students should not be in their pajamas/sleepwear during virtual class settings.</li> <li>• Be sure to follow the set norms and participation expectations established by you and your teachers</li> </ul>
<p><b>Access Schoology</b></p> 	<ul style="list-style-type: none"> <li>• Access Schoology at the beginning of each week.</li> <li>• Each of your teachers will use Schoology and/or i-Ready to provide you with weekly assignments.</li> <li>• Students must complete assignments for each class by the date identified by the teacher.</li> <li>• You will need to access the Schoology to access these assignments, view resources to help you complete the work, and to submit the work for feedback and grading.</li> <li>• Utilize videos on how to navigate Schoology</li> </ul>
<p><b>Student Expectations for time</b></p> 	<ul style="list-style-type: none"> <li>• Students' school day will be 9:00 a.m. and end at 3:30 p.m. This will include instruction, activities, along with independent practice.</li> <li>• Students must check email and Schoology daily. Respond to teacher email or questions on assignments by 24 hours.</li> <li>• You will also be using additional features linked to your classes to navigation that are useful in an online learning environment such as chat, collaborations, and calendar to schedule additional help from your teacher if needed</li> <li>• See daily schedule attached</li> </ul>
<p><b>Special Education/504 Plans Expectations</b></p> 	<ul style="list-style-type: none"> <li>• Special education/504 staff will continue to provide services for students through our virtual platform</li> <li>• Students should reach out to their special education case teacher if they are in need of additional support beyond the teacher.</li> <li>• Students with a 504 Plan should reach out to his or her counselor for additional support beyond the teacher.</li> </ul>

<p><b>Plan for Success!</b></p> 	<ul style="list-style-type: none"> <li>• Make a weekly “class schedule” to help keep yourself on track.</li> <li>• If each teacher assigns you two classwork assignments in this learning format it requires much more discipline and independence because you will not have your teachers monitoring you as closely as when we are in school. Therefore, it is critical that you make a weekly “class schedule” for yourself and that you try to stick to it.</li> <li>• Reach out to your teachers for help when you need it. Each of your teachers will provide online “Office Hours” to provide extra help for students who need it. Pay attention to Schoology to find out when your teacher will be available each week so that you can take advantage of their help.</li> <li>• Please reach out to your teachers, counselor, or administration should you need extra support with your academics, work load or need to connect with an adult. See resource contacts listed attached.</li> </ul>
<p><b>Submit Assignments on Time</b></p> 	<ul style="list-style-type: none"> <li>• Submit weekly assignments no later than the due date by your teacher.</li> <li>• Each week you will be assigned classwork assignments. You must complete all work per your teachers’ syllabus. All assignments must be uploaded by your teachers due dates.</li> </ul>
<p><b>Academic Honesty &amp; Integrity</b></p> 	<ul style="list-style-type: none"> <li>• <b>ACADEMIC INTEGRITY:</b> The core principles of integrity, which are honesty, truth, and honor, create a foundation for success in all of life’s endeavors. Integrity in academic settings is a fundamental component of success and growth in the classroom and virtually. Practicing integrity prepares students for personal and professional challenges as well as providing a foundation for future fulfillment and success.</li> <li>• Watch <b>Academic Integrity Videos:</b> <a href="#">Academic Integrity Video #1</a> <a href="#">Academic Integrity Video #2</a></li> <li>• When submitting assignments, taking quizzes, test or statewide assessments, (iReady, M-Step) remember to practice academic integrity!</li> <li>• Review also the District’s policy on plagiarism in the Student Code of Conduct (page 9)</li> </ul>
<p><b>Review, Revise, and Be Rewarded!</b></p> 	<ul style="list-style-type: none"> <li>• Review written feedback from your teachers and check your grades regularly. Your teachers will continue to give you feedback and grades just as if you were in the traditional school setting.</li> <li>• Review your feedback and check grades in Schoology or Student Connect regularly to monitor your progress and do your best!</li> </ul>
<p><b>Student Support</b></p>	<p>Tech Support</p>



- If a student has a school issued device, and is having issues when they sign in, contact the Technology Help Line Oakland Schools at 248-209-2060.
- If you are having any other technology issues related to accessing the online instructional materials, please call the Technology Help Line Oakland Schools at 248-209-2060.

**Academic Concerns:**

- If students have questions, they should contact the teacher via district issued email or Schoology Classroom. We encourage students to remain patient for teachers to provide a response, as teachers may be assisting other students or the time may be after their work hours.

**Other Concerns, Questions or Issues:**

- Ms. Hall: Principal [tracy.hall@southfieldk12.org](mailto:tracy.hall@southfieldk12.org)
- Mr. Kenward: Assistant Principal [jeffrey.kenward@southfieldk12.org](mailto:jeffrey.kenward@southfieldk12.org)
- Mrs. East-Armstrong: Main Office Administrative Assistant [jennifer.east-armstrong@southfieldk12.org](mailto:jennifer.east-armstrong@southfieldk12.org)
- Ms. Phillips: Main Office Administrative Assistant [lakita.brown-phillips@southfieldk12.org](mailto:lakita.brown-phillips@southfieldk12.org)
- Ms. Minnick: MS Counselor [sheila.minnick@southfieldk12.org](mailto:sheila.minnick@southfieldk12.org)