

Lower School eLearning Overview



PARK TUDOR

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Approved Technology

CANVAS

Our Learning Management System is Canvas and offers many tech tools to enhance the learning experience. Tools like Math2020, Connected, Brainpop, Xtramath, Freckle, and Prodigy etc. are all approved but must be integrated with or linked through Canvas.

SEESAW

Some teachers will continue to use Seesaw to post pictures, videos, etc.

ZOOM

Teachers will ensure students understand Zoom etiquette.

SCHOOL (MICROSOFT OUTLOOK) AND CANVAS EMAIL

Teachers will continue to communicate with parents using the school email system. Students in Grades 4-5 will receive guidance from teachers as to how to best communicate with them.

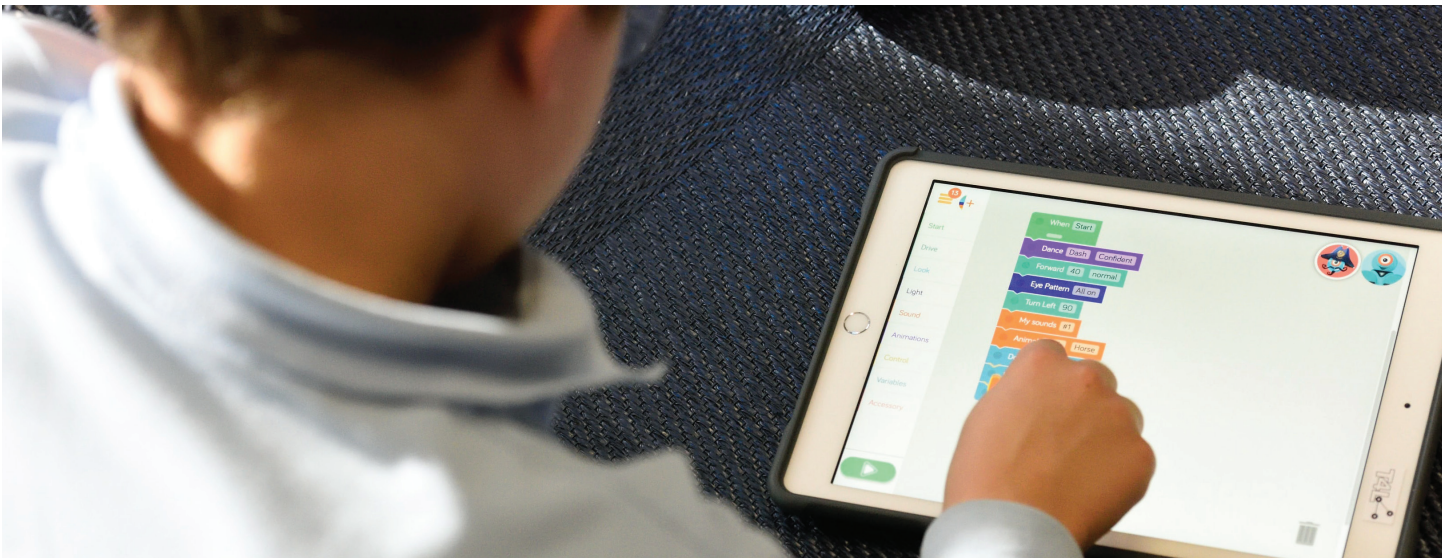


Zoom Etiquette for Students:

- This is a virtual classroom; therefore, appropriate classroom behavior is expected.
- Log into your class or meeting from a distraction-free, quiet environment.
- Please keep your audio on mute until you want to speak. This will help to limit background noise.
- Consider using a headset with an external mic for best hearing and speaking capabilities.
- Close unneeded applications on your computer to optimize the video quality.
- If you would like to speak or answer a question, use the “Raise Hand” feature. Then unmute yourself after you are called on by your teacher.
- When you are speaking, let others know that you are finished by saying something like, “That’s all,” or “I’m done,” or “Thank you,” so that everyone knows you have finished your comments.
- Make sure your video is on (if you have camera capabilities) so your teacher and peers can see you.
- Be mindful of your background lighting. If you are sitting with your back to a window, you may be silhouetted by the light coming through. Your overhead light might also need to be adjusted for the best image quality.
- Remember to sign out or “leave the meeting” when the session is finished.

Zoom Information for Parents and Students:

1. There is no video capturing of the Zoom meeting except by the adult leading the video conference. This includes any type of capturing, including screenshots, audio recording or by other medium.
2. Though unlikely, teachers may record the Zoom meeting if appropriate, and those recordings will be uploaded to Canvas.
3. Do not share any links or access codes for others to attend class remotely. Use the Zoom chat function and technical support line for technical assistance.
4. All scheduled class meetings on Zoom will be posted on Canvas and can be found on the student's calendar and "to-do" list, although attendance is optional.
5. These policies ensure that all Zoom meetings are consistent with the school's technology policies.



Suggested Daily Schedule:

Your child's teacher will communicate the daily schedule to you.

Grading:

Though the details vary by division, each approach to grading and assessment is grounded in these principles:

- Student engagement is our priority.
- When assessing student work, teachers will be mindful of the context and will be student-centered, equitable, and realistic in their approach.

The following provides a brief overview of the adjustments we plan to make in the Lower School:

Instruction and assessment in the Lower School will focus only on **core content curriculum**. We are keenly aware of the value that the World Languages, Fine Arts, and PE programs play in our students health and development, but in response to the context of this pandemic, we are strongly encouraging, but not requiring, students to engage in those activities. The Lower School report card will include a qualitative assessment of student growth from now until the end of the year.

Students in 5th grade received 3rd quarter grades for their core academic subjects. Because of our new eLearning model, they will not be issued grades for the 4th quarter; however, teachers will continue to give personal feedback and give short assessments to gain understanding of their learning progress.



Student Expectations:

1. Log in (with parent help if necessary) to Canvas daily to see assignments.
2. Choose a work space that has minimal distractions.
3. Complete schoolwork to the best of your ability.
4. If possible, attend Zoom meetings.
5. Let your teachers know if you need help.
6. Remember our school values. INTEGRITY, INTELLECTUAL ENGAGEMENT, RESPECT, RESPONSIBILITY, RESOURCEFULNESS. Your behavior online should be consistent with the rules followed at school. Please make sure to adhere to these values during this eLearning period.



Support Resources:

**Support services from the school year continue to be in place.*

■ **Director of Curriculum and Instruction: Brent Kaneft (bkaneft@parktutor.org)**

■ **Division Director: Mary McGonagle (mmcgonagle@parktutor.org)**

Contact us if you have any questions about our approach to eLearning and/or concerns about your child's eLearning experience. All questions and concerns about eLearning need to be filtered through both of us, so we can establish trends in the experience.

■ **Classroom Teacher:**

Contact your child's classroom teacher for any issues regarding assignments, grading, or the Canvas platform.

■ **School Counselor: Sarah Cook (scook@parktutor.org)**

Contact Sarah for any counseling needs you may have.

■ **Technology Support: Mallory Jurkash (mjurkash@parktutor.org)**

Contact Mallory if you have trouble with school-approved technology (e.g. logging in).

■ **Learning Support Services: Lisa Picha (lpicha@parktutor.org)**

Contact Lisa if you have questions about academic support for your child.

■ **School Nurse: Cynthia Pauszek (cpauszek@parktutor.org)**

Contact Cynthia if you have any questions about how to keep your children healthy during this time.

■ **LS Library: Nicole Cooreman (ncooreman@parktutor.org)**

Contact Nicole for any needs related to library resources.