



## Early Childhood/Elementary eLearning General Tips for Planning

When a day is designated as an eLearning day, teachers provide synchronous and asynchronous instruction during school hours. While daily schedules may vary, please keep the following in mind when planning:

- Students will take devices home to ensure access to instruction/ daily activities (if a student device is broken or unavailable, schools will provide an alternative plan for that student{s}).
- Teachers should provide synchronous, live instruction throughout the school day; however, teachers may also assign asynchronous learning activities.
- The instructional day should follow the normal school start and end times.

### *Teacher Planning for Instruction*

- Prepare simple, targeted lessons.
- Prepare students by reviewing the schedule, resources, and passwords.
- Differentiate learning by using our universal software resources.
- Use both synchronous and asynchronous learning to keep students engaged and balance screen and non-screen times.
- Ensure students have access to all materials needed to participate in all instruction.
- Teachers may assemble Student Resource Bags if specific materials are needed, such as:
  - Books for independent reading
  - Interactive journals
  - Response to reading documents
  - Handwriting workbooks or worksheets
  - Math manipulatives

### *School Planning for Students without Internet Access or Power*

- Provide students with a phone number to call-in.
- Provide ample asynchronous lessons for all students.
- Download assignments/resources onto the laptop, for example:
  - Pre-recorded mini-lessons or read alouds
  - Reading A to Z Books
  - Digital writing activities (storyboards, journal topics, comic strip templates, graphic organizers)
- Allow students 5 days after return to school to turn in assignments.

## Guidance for Students and Families

- Stay engaged! This is a regular school day and should be full of learning.
- Select a workspace for each child.
- Charge the device(s) nightly.
- Gather and set up supplies nightly.
- Be ready for school to start and end on time.
- Utilize headphones if available.
- If your child's laptop is not functioning properly, please reach out to your child's school.

## Digital Resources

Lexia  
Raz-Kids  
Discovery Education  
Flocabulary  
Freckle

## Sample E.C./Elem. Synchronous/Asynchronous School Schedule

Time	Activity
7:00-7:30	Office Hours/Parent Contact
7:30-7:45	Teacher Class Prep
7:45-8:00	Synchronous Community Meeting
8:00-9:00	Synchronous/Asynchronous English Language Arts/Literacy Block
9:00-9:15	Brain Break
9:15-10:15	Synchronous/Asynchronous English Language Arts/Literacy Block
10:15-10:30	Brain Break
10:30-11:30	Synchronous/Asynchronous Small Group Instruction/ Independent Work Block
11:30-12:15	Lunch/Recess
12:15-1:15	Synchronous/Asynchronous Math Workshop Block
1:15-1:30	Independent Work Block
1:30-2:15	Synchronous/Asynchronous Related Arts
2:15-2:30	Synchronous/Asynchronous Closing (Review, Reflect, Classwork/Homework))

### Synchronous Learning Activities



Build Community + Relationships



Lead Interactive Modeling Sessions



Differentiate Instruction for Small Groups



Personalize Instruction + Provide 1:1 Coaching



Guide Practice + Application



Facilitate Real-time Conversations



Foster Collaboration Among Students



Real-time Feedback on Work In Progress

### Asynchronous Learning Activities



Read + Take Notes



Watch Video-based Instruction



Listen to Podcasts



Explore Teacher-curated Resources



Engage in Online Discussions



Practice + Review



Research + Explore



Reflect + Document Learning

