

KSD Kirkwood High School AMI Schedule

Time	Student Responsibility	Teacher/Staff Responsibility
<i>*Teachers will not hold live classes, but students can ask questions and receive support via email and Zoom as needed. Homeroom is not included on an AMI day.</i>	Begin daily assignments: Review each course's Schoology folder for assignments. If support is needed, connect with your teacher via email or during designated Zoom times. *Follow the regular daily schedule in the calendar.	Ensure all asynchronous assignments and resources are uploaded to the Schoology folder and a Zoom link is available.
9:00-9:30 1st and 2nd Hour	Optional: If support is needed, access the teacher's Zoom Link for 1st or 2nd-hour . Continue working on assignments; seek clarification/support.	Be available for students on Zoom for any 1st or 2nd-hour student who has questions.
10:00-10:30 3rd and 4th Hour	Optional: If support is needed, access the teacher's Zoom Link for 3rd or 4th-hour . Continue working on assignments; seek clarification/support.	Be available for students on Zoom for any 3rd or 4th-hour student who has questions.
10:30-12:00	Independent Work Time/Movement Break/Lunch	
12:00-12:30 5th and 6th Hour	Optional: If support is needed, access the teacher's Zoom Link for 5th or 6th-hour . Continue working on assignments; seek clarification/support.	Be available for students on Zoom for any 5th or 6th-hour student who has questions.
1:00-1:30 7th Hour	Optional: If support is needed, access the teacher's Zoom Link for 7th-hour . Continue working on assignments; seek	Be available for students on Zoom for any 7th-hour student who has questions.

	clarification/support.	
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Teachers Should:

- Follow the regular daily schedule in the calendar.
- Have materials/resources uploaded into Schoology for the day. Create assignments or activities for every class by 9 a.m. on an AMI day.
- Have a Zoom link available for students. Teachers will not hold a live class, but students need to be able to ask questions via email and Zoom link as needed.
- Clearly label assignments by date or topic within Schoology. Include any supplementary resources such as instructional videos, links, or handouts.
- Follow the availability schedule and check email regularly to support consistency.
- Completed assignments should be evaluated within 48 hours of returning to school following the inclement weather day (i.e. snow day is on a Wednesday - attendance should be shared with the building secretary by the end of the day on Friday).
- Typically, assign work to review content that has already been taught and, with discernment, assign new material. Each assignment should take, on average and at most 30 minutes to complete. Assignments must be completed by 11:59 pm on an AMI day.
- Record completed/attempted assignments from the AMI day as attendance or a login to a Zoom meeting as attendance. Students who did not complete the day's work are marked absent that day.