

Dear Parents and Guardians,

You are receiving this letter because you have selected the distance learning option for your middle school student. Below is information you need to be aware of prior to the school year starting about how distance learning will function at Rice Lake Middle School. Please read the information carefully so that you and your student are fully aware of the commitment you are signing up for with distance learning.

Attendance

Daily attendance will be expected and recorded just as it is in face-to-face learning in the school setting. Students will be expected to attend all classes at the specified time (see schedule below). Issues with truancy and tardiness will be handled in the same way through distance learning as in face-to-face learning. If your child is going to be absent from distance learning for any reason (i.e. sick, doctor appointment, etc.), parents or guardians must call the middle school office to excuse their absence.

Distance Learning Schedules

The schedules listed below reflect the time that students must be logged in with the assigned teacher in a live Google Meet. Instruction for all core areas will be provided by a teacher.

5th Grade Schedule:

8:15 - 8:45	Morning Meeting
9:00 - 10:00	Language Arts
10:10 - 11:10	Math
11:20-12:00	Science/Social Studies (1 semester each)
12:00 - 12:55	Break/Lunch
1:00 - 1:20	Daily Core Wrap-Up
1:30 - 2:30	Independent Work Time
2:40 - 3:20	Avant Garde (Music, Art, PE, Health, etc.)

6th-8th Grade Schedule

	6th	7th	8th
8:15 - 8:45	Morning Meeting (Bergman)	Morning Meeting (Gibson)	Morning Meeting (Hanvelt)
9:00-9:55	Social Studies (Hanvelt)	Language Arts (Bergman)	Math (Gibson)
10:00 -10:55	Math (Gibson)	Social Studies (Hanvelt)	Language Arts (Bergman)
11:00-11:55	Language Arts (Bergman)	Math (Gibson)	Social Studies (Hanvelt)
12:00-12:55	Lunch		
1:00-1:20	Daily Core Wrap-Up (Bergman)	Daily Core Wrap-Up (Gibson)	Daily Core Wrap-Up (Hanvelt)
1:25 - 3:20	AG (Music, Art, PE, Health, etc) Complete Core Class Work as needed		

Grading

All core areas will be graded on Skyward. In addition, all students will be graded separately on the RLMS Success Skills (Prompt & Prepared, Persistent & Productive, Responsible & Respectful). Further information regarding grading in the specific content areas will be provided on course syllabi.

Parent/Guardian Role in Distance Learning

The parent/guardian is the Distance Learning Coach (DLC) for their child. This person needs to be a support person for the distance learner. Learning at home is a large commitment by the student, family, and school district. Taking an active role in the distance learner's schooling is an important task of the Distance Learning Coach. The DLC should be present in the home to facilitate learning, monitor testing and quizzes, and help the student maintain an academic schedule. The DLC needs to be committed to:

- Checking their email once a week for announcements.
- Checking Skyward to monitor student academic progress in core classes.
- Notifying the middle school of any student absences, address/telephone/email changes, and providing a reliable connection to the internet.
- Monitoring academic progress and integrity.

Communication

Teachers will communicate student progress and will update Skyward with grades regularly. Email is the best form of communication to use between students/parents and teachers.

Melissa Schultz (5th Grade): schultzm@ricelake.k12.wi.us

Taylor Hanvelt (6-8 Social Studies): hanveltt@ricelake.k12.wi.us

Jody Gibson (6-8 Math): gibsonj@ricelake.k12.wi.us

Kasey Bergman (6-8 Language Arts): bergmank@ricelake.k12.wi.us

*If a parent's/child's concern requires a phone call, feel free to call the teacher, and they will return your call as soon as they can.

Important Dates

We will follow the district calendar. Important dates to note for Quarter One are below.


- August 25/26 - Chromebook Pick-Up for Distance Learning (Come pick up a Chromebook at RLMS from 4:30-7:30 on either of these dates.)
- September 1 - 15 minute Virtual Meetings with Teachers and Parents/Students (Information about scheduling coming later.)
- September 1 - Pick up of materials for distance learning at RLMS
- September 2 - First day of Distance Learning following daily schedule
- September 7 - No School
- September 25 - No School
- November 5 - End of Quarter 1
- November 6 - No School

*Other significant dates will be communicated as the school year progresses.

Is distance learning best for your child?

After reading all of the information above, it is important to consider if distance learning is the right decision for your child. Distance learning will look *very* different this school year than it did last spring and is a big commitment. Students will be graded regularly, just like in face-to-face school, and held to high academic expectations. Students must show up and engage from 8:15 a.m. - 3:20 p.m. following the schedule listed above in live classes. Students also need to be able to work independently and be motivated to complete the class work that is assigned to them. If you feel that distance learning would not be the best option for your child and would like to switch your child to in-person school, please contact Josh Tomesh (tomeshj@ricelake.k12.wi.us or 715-234-8156 ext. 5041) as soon as possible.

Supply Lists

5th Grade	6-8 Math	6-8 Social Studies	6-8 Language Arts
-Pencils -Crayons -Colored Pencils -Markers -Scissors -4 Notebooks (one for each core subject)	-Writing Utensil -Notebook -TI 30XIIS Calculator  <u>8th Grade Only</u> -Graph Paper	-Binder -Writing Utensil -Colored Pencils <u>6th Grade Only</u> -Scissors	-Writing Utensil -Notebook -Book (books will be assigned and distributed during reading units)

Technology

All students will need a district issued chromebook and internet access (provided by the family) in order to participate daily. Headphones are also helpful because lessons will include videos, Google Meets, and other interactive activities that require sound. This device will require the student to login using the student's district login, consisting of a username and password. This device is strictly for the students educational use. By utilizing the district device and having to log in to the device, browsing history and use can be monitored. A distance learner's username and password should not be shared with anyone other than the learner and Distance Learning Coach (parent/guardian). Gaming, downloads, social media, personal emails and entertainment (videos, Netflix, etc) are not allowed. If a district device is not being used properly, the student and family could be responsible for repair costs or lose the privilege of using the device.