

# Digital Learning Days Teacher Information



## OVERVIEW

For future school closures, we may declare “Digital Learning Days”. If a digital learning day is declared, our students will have the opportunity to continue their learning while allowing flexibility to complete the activities at home. Teachers will provide assignments via Canvas, our learning management system, for students to complete at home. Teachers will also be available for virtual "office hours" through Canvas should students or parents have questions on the material or need assistance with their learning.

## DAILY ASSIGNMENT EXPECTATIONS

### Kindergarten-2<sup>nd</sup> Grade

Reading assignment and Math Assignment

### 3<sup>rd</sup>-5<sup>th</sup> Grade

One 20-30 min assignment in each of the following: Math, ELA, and special (see schedule)

### 6<sup>th</sup>-8<sup>th</sup> Grade

One 20-30 min assignment in each of their classes

### 9<sup>th</sup>-12<sup>th</sup> Grade

One 30-45 min assignment in each of their classes

## TIPS FOR SUCCESS

- Use Canvas regularly throughout the school year.
- Utilize district resources.
- Prepare work in advance with your team by unit.
- Graded Material should not cover a brand-new concept.

## VIRTUAL OFFICE HOUR DETAILS

- Let parents and students know how to reach you through Canvas.
- As a minimum, teacher office hours are as follows:
  - Elementary: 9-10am and 1-2pm
  - Middle/High: 10-11am and 2-3pm

## REQUIREMENTS

- All Digital Work will be housed in Canvas in a module labeled “DATE Digital Learning Day”.
- The module will be published for student access by 9:00 am on the Digital Learning Day.
- Every other day, each subject’s work will have a submission component such as quiz, discussion, or assignment.
- Work must be relevant and meaningful
- Combined work from all classes totals 1-2 hours for elementary students and 2-3 hours for middle and high school students per day.

## DIGITAL ACCESS CONCERNS

- Parents can request a hard copy of assignments upon return to school
- Students will have time upon returning to school to complete assignments.
- Media Centers will be open before and after school as needed following a closure to provide students access to computers.

## 3<sup>RD</sup>-5<sup>TH</sup> SPECIALS SCHEDULE

- Mon/Wed/Fri
  - 3<sup>rd</sup>- Music
  - 4<sup>th</sup>- Art
  - 5<sup>th</sup>- PE and Venture (if applicable)
- Tues/Thurs
  - 3<sup>rd</sup>- PE and Venture (if applicable)
  - 4<sup>th</sup>- Music
  - 5<sup>th</sup>- Art

## NEED HELP?

- If 240 employees report, call (770) 443-8003 extension 01411.
- If 240 employees do not report, contact Canvas support for immediate help or e-mail [instructionaltechnology@paulding.k12.ga.us](mailto:instructionaltechnology@paulding.k12.ga.us)

Learn more at

<https://www.paulding.k12.ga.us/Page/35463>