



# 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. ESOL Teachers will provide assignments via Canvas, our learning management system, for students to complete at home. ESOL 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. The following are expectations for short term digital learning (1-2 days).

## DAILY ASSIGNMENT EXPECTATIONS

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

ESOL teacher will support E/LA Class

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

ESOL teacher will support E/LA Class

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

ESOL teacher will support E/LA Class

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

One assignment in each of their classes

*\*\*At all levels, ESOL Teachers/Staff collaborate with Gen Ed teachers for providing assignments*

## 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.
- 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 2-3 hours for elementary students and 4-5 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.

## SPECIALS SCHEDULE

	Mon	Tues	Wed	Thurs	Fri
3	Art	STEM	Venture	PE	Music
4	Music	Art	STEM	Venture	PE
5	PE	Music	Art	STEM	Venture

## TIPS FOR SUCCESS

- Use Canvas regularly throughout the school year.
- Prepare work in advance with your PLC that will be ready to be loaded.
- Graded Material should not cover a brand-new concept.

## WORK HOURS

- Let parents and students know how to reach you through Canvas.
- As a minimum, teacher office hours are as follows:
  - Elementary: 9-10am OR 1-2pm
  - Middle/High: 10-11am OR 2-3pm
- For the rest of your workday, you should be giving feedback, planning, and/or attending PL sessions.

## TEACHERS: NEED HELP?

- Contact Canvas support for immediate help
- e-mail [instructionaltechnology@paulding.k12.ga.us](mailto:instructionaltechnology@paulding.k12.ga.us)

Learn more at

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