

Students	Parents/Guardians
<ul> <li>Determine an appropriate learning space.</li> <li>Dress appropriately.</li> <li>Be aware of background noise and activity.</li> <li>Attendance - Log in and leave at predetermined times.</li> <li>Your punctuality is important to help class flow. Join the Google Meet on time.</li> <li>Teachers may request to have mics muted/unmuted or video on/off.</li> <li>Complete assigned work within Schoology.</li> <li>Remember that all school rules apply.</li> <li>Student or Parent/Guardian e-mails teacher if student misses class or leaves early. <ul> <li>Include the reason for missing class.</li> <li>Student responsible for content and assignments.</li> </ul> </li> <li>Participate appropriately. <ul> <li>Ask questions in class using the preferred method of your teacher.</li> <li>Directly to teacher, if practical.</li> <li>Through the chat feature.</li> <li>Respond to teacher's questions and messages.</li> </ul> </li> <li>Be a cyber smart citizen - cautious, safe, respectful, honest.</li> <li>Recording and screen shots are not permitted.</li> </ul>	<ul> <li>Assist in creating a learning environment that is free of distractions.</li> <li>Assist students in establishing a schedule and routines.</li> <li>Encourage students to communicate with their teachers if questions or concerns arise.</li> <li>Ensure active participation, daily attendance, and punctuality.</li> <li>Understand that students will not be actively engaged in Google Meets all day and will need to complete work independently.</li> <li>Act as a learning coach, when capable, if the student is having trouble completing an assignment.</li> <li>Support students' academic achievement.</li> <li>Pick-up learning materials at the physical school building, when requested.</li> <li>Encourage physical activity and/or movement throughout the day.</li> <li>Encourage independence and autonomy. Remember, in the past, you were not with the student during the school day. <ul> <li>Assisting and monitoring is not sitting side-by-side with the student.</li> </ul> </li> <li>Avoid engaging with the teacher during instructional learning opportunities. Instead, communicate with the teacher via email, as needed.</li> </ul>