



# Reconnect Safely Return Strong

## Frequently Asked Questions for the MWE Community

### VIRTUAL LEARNING

#### What is the plan for the 2020-2021 school year?

All students will begin the 2020-2021 school year virtually on **September 8, 2020**. Virtual instruction for all students will continue for six weeks **through Friday, October 16, 2020**. On Monday, October 19, 2020, face-to-face instruction for all students will begin. However, this date is subject to change based on COVID-19 conditions across the city of Houston and recommendations from local, state, and federal health officials.

#### What is the timeline?

- September 8, 2020: First day of school (Virtual only)
- October 19, 2020: Face-to-face instruction begins\*
- September 8 – January 29: First semester of remote learning for students/parents who choose online-only instruction. *\*Parents will have the option to choose remote instruction for the fall semester (through January 29) or the entire school year (through June 11).*

Starting on August 24, parents will receive a phone call from the district, asking them to indicate their choice for the 2020-2021 school year. Parents will be asked to select one of the following options:

- Option 1: On-Campus Learning
- Option 2: Virtual Learning

After each six-week grading period, parents may change their selection.

#### What will be required from parents who decide to continue remote instruction?

Parents choosing this option must attend a virtual class outlining expectations and sign an agreement committing to virtual learning for the semester.

#### How do parents obtain technology for their child(ren) during virtual learning?

Parents would be contacted by their teacher or school personnel regarding technology. Teachers will contact all families prior to the beginning of school to inquire regarding technology needs.

#### How will grading take place?

Students enrolled in remote instruction will follow the same grading guidelines as in-person instruction. Teachers receive support and guidance on effective grading practices to ensure that

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grading guidelines are followed in both instructional models. **Teachers will post grades on a weekly basis.**

Additional information on grades:

- Grades will be taken during each grading cycle of the 2020-2021 school year.
- All cycle grades will be used in the calculation of the final average for any class.
- Teachers will be recording grades, which will be available for parents and students to access through the HISD Connect Parent Portal (please contact your child's teacher for log-in information).

### How will attendance be taken?

Students who are engaged in daily learning as defined below will be considered “**present**” and will not be marked absent:

- Participation in the HUB, the HISD Learning Management System and completion of independent reading and work assignments.
- Interaction with teacher via Microsoft Teams as part of live or small group instruction, and/or submission of assignment(s) via the HUB.
- When unable to submit via the HUB, students can submit assignments via emails, photos, phone conferences or other forms of documentation.

Students who have not met at least one of the three requirements above by 2:30 p.m. will be marked absent. ***Absences can be resolved if the student engages in daily learning assigned by their teachers by 11:59 p.m. that same day.*** Parents and students will receive absence notifications via School Messenger after 6:00 p.m. each day and ***will be reminded of the opportunity to resolve that day's absence.*** If a student is engaged in remote learning and completes the entire week's worth of learning activities on Monday and does not log in for the remainder of the week, he/she will be marked “present” on Monday **only** and counted “absent” for Tuesday-Friday. State law and Houston ISD Policy still require students to attend at least 90% of their classes to receive credit and be promoted. Remote attendance will count in the same manner as on-campus (face-to-face) attendance in satisfying this requirement.

### Will my child lose their transfer placement for the 2020-2021 school year if they do not attend?

Furloughs for transfers will not be granted. Children must be in attendance to keep their transfer at Mark White Elementary.

### What would the day look like?

In order to make things easier for you an instructional schedule will be provided by your child's classroom teacher and will be posted on the teacher's HUB course.

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## What support would be given for distant learning?

### Microsoft Teams

Microsoft Teams is a digital platform that offers virtual communication and collaboration between students and teachers. Students can be provided with continued support and enhanced learning experience through conversations, video and audio meetings, and live events.

**Use:** Microsoft Teams will be used as the District's platform for student communication. By Microsoft Teams, teachers will be able to provide virtual instruction, continued student support, and other communicative needs of students.

- **Where to get support:**
  - [Academic Instructional Technology Training](#)
  - [Microsoft Teams Support](#)
  - [Microsoft Training for Office 365](#)

### The HUB (itsLearning)

The HUB, also known as itslearning, is the district's learning management system. The platform provides access to multiple digital resources to personalize instruction through digital lesson plans created by teachers and the curriculum department. Teachers can use the platform to create and grade assignments and share resources with colleagues and students.

**Use:** The HUB allows students 24-7 access to instructional material, coursework, and digital textbooks from any device and demonstrates mastery of a subject. Students can submit their assignments and projects, collaborate, and communicate with their classmates, and create blogs, discussion boards, and ePortfolios.

- **Where to get support:**
  - [Academic Instructional Technology Training](#)
  - [itsLearning Support](#)

### Additional Tools

#### Office 365

- **Where to get support:**
  - [Academic Instructional Technology Training](#)
  - [Microsoft Training for Office 365](#)
  - [Office 365 Tips for Students YouTube Playlist](#)

#### GSuite

- **Where to get support:**
  - [Google for Education Teacher Center](#)
  - [Applied Digital Skills for Students](#)

## What should we do about school supplies?

The supply list for virtual learning is below. Grade levels may request additional supplies when in person learning resumes. Parents may purchase supplies from a retailer of their choice (ex. WalMart, Target, H-E-B, etc.)

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### Virtual Learning Supplies

- 4 journals (composition notebooks or spiral notebooks)
- Pencils plus erasers
- Pencil sharpener
- Crayons
- Markers
- Glue
- Construction paper
- Loose leaf paper
- Scissors
- Plain white paper
- Color pencils

### Who do I contact with questions?

Please see the table below for contact information.

Position	Name	Phone Number	Email
Principal	Lisa Hernandez	713-556-6571	LHERNA15@houstonisd.org
Assistant Principal	Marilyn DelBosque	713-556-6571	MDELBOSQ@houstonisd.org
Instructional Coordinator	Danita Davenport	713-556-6571	DDAVIS28@houstonisd.org
School Business Manager	Ana Narvaez	713-556-6571	ANA.NARVAEZ@houstonisd.org
Counselor/GT	Garland Spiller	713-556-6571	GSPILLER@houstonisd.org
Registrar	Gleniite James	713-556-6571	GJAMES3@houstonisd.org

### Will paper based materials be available?

Paper will only be available to those without technology. Instruction will primarily be provided virtually. If you do not have technology, please inform child's teacher.

### RETURN TO IN-PERSON

#### What information will be used to determine whether to keep or push back the target date?

The district will remain in close contact with federal, state and local health and education officials and make necessary adjustments to the target dates for in-person instruction if COVID-19 conditions change.

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### What is the plan for return of school staff members to campuses?

The first day for HISD teachers is **August 24**. Teachers will report virtually. All other employees will be return to the office on **August 24**.

### What safety protocols will be in place at our school and facilities?

Once in-person instruction resumes, safety protocols will include requiring all HISD employees, students, and visitors to undergo entry screenings, wear face coverings, wash hands regularly, and practice physical distancing. The district will provide enough hand soap, paper towels, tissues, hand sanitizer, and disinfectant to accommodate frequent cleaning of high-touch areas. Additionally, it will be mandatory for nurses, custodial staff, food service workers, and special education staff to wear gloves. HISD will adopt flexible attendance policies so students and staff aren't penalized for staying home when they are sick, have a sick family member, or have been exposed to someone outside the household who is sick.

### Will visitors on school campuses be limited?

Yes. Visitors will need to schedule an appointment in advance.

### What should classrooms look like to ensure physical distancing measures are in place?

*Classrooms must be reconfigured to ensure physical distance, this will impact student teacher ratios.* Student assemblies will be held virtually. All campus-based employees and students must follow infection and high-touch area protocols. We will limit visitors and will have a team to notify our community of the updated visitation procedures. We will also establish isolation areas for students and adults who are flagged during entry screening.

### How will physical distancing measures be ensured on school buses?

HISD buses will follow safety guidelines established by the HISD transportation department. We will communicate suggestions to our private transportation partners. We will encourage private transportation partners to enhance cleaning protocols and implement physical distancing.

### Which students will be eligible for transportation?

Because physical distancing drastically reduces bus capacity, only special education, homeless, and eligible elementary school students will be transported for in-person classroom instruction. The department also will implement contingency plans for responding to student bus riders and bus drivers who develop a presumed or confirmed case of COVID-19.

### How often will schools be sanitized?

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HISD Facilities, Maintenance, and Operations employees will follow the Centers for Disease Control and Prevention guidelines regarding the cleaning, sanitation, and disinfection of district facilities. The district will provide enough hand soap, paper towels, tissues, hand sanitizer, and disinfectant to accommodate frequent cleaning of high-touch areas.

### **Will students be provided meals at school?**

Once in-person instruction begins, Nutrition Services will provide breakfast, lunch, snacks, and afterschool suppers in classrooms for students engaged in in-person learning. Curbside meals will be available for students enrolled in virtual learning. Employees will continue to accommodate student health, medical, and special dietary needs, as well as allergy concerns. Department employees will follow public health hygiene recommendations and enhance custodial cleaning and surface disinfection.

**What will extracurricular and ancillary activities look like in the fall?** Ancillary and extracurricular activities will follow the same safety practices employed on school campuses during the school day. School-based extracurricular activities will resume when in-person instruction begins. Ancillary classes will reduce class sizes and maintain guidelines for physical distancing

### **Will any field trips take place in the fall?**

Field trips for all grade levels will not be held until the district receives guidance that it has been deemed safe for students to visit non-HISD facilities.

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