DISTANCE LEARNING GUIDE

We miss all of our Eagles and trust that everyone is doing well! Although our school building is closed, learning must continue. Therefore, we are committed to providing exemplary instruction through distance learning. Please familiarize yourself with the information below as we welcome you into our virtual classrooms, beginning March 31, via the Houston ISD HUB platform.

ACCESS YOUR VIRTUAL CLASSES BY LOGGING ONTO THE HUB

https://www.houstonisd.org/hub

<table>
<thead>
<tr>
<th>Department</th>
<th>Instructions</th>
<th>Email addresses and additional contact information</th>
<th>Our message to YOU....</th>
</tr>
</thead>
</table>
| ELA        | • Log onto the HUB.  
• Access your English, Reading, and/or Literary Genres course(s).  
• Find the weekly assignments and follow the instructions. | Ms. Barnes: Alexis.Barnes@houstonisd.org  
Ms. David: Angelica.David@houstonisd.org  
Ms. Forbes: Dominique.Forbes@houstonisd.org  
Ms. Garcia: Adriana.Garcia2@houstonisd.org  
Ms. Hurt-Ward: DHURTWAR@houstonisd.org  
Ms. Jones: Delisa.Jones@houstonisd.org  
Ms. Mayberry: MMAYBER1@houstonisd.org  
Mr. Smith: Aldirich.Smith@houstonisd.org  
Mrs. Stokes: DSTOKES@houstonisd.org | “Tough times never last. Tough people do.” -Robert Schuller |

Additional contact information can be found on the ELA Online Learning Syllabus (located on HUB once you access the course).
| Department Instructions | Email addresses and additional contact information | Our message to YOU….

**MATH**  
- Log onto the HUB.  
- Access your math course(s).  
- Press **Start** and follow the instructions on the HUB.  

Ms. C. Chambers:  
Celena.Chambers@houstonisd.org

Mrs. M. Chambers:  
MCHAMBE4@houstonisd.org

Mr. Duong:  
MinhNhat.Duong@houstonisd.org

Ms. Grays:  
CGRAYS@houstonisd.org

Mr. McNary:  
George.Mcnary@houstonisd.org

Mr. Tran:  
Chieu.Tran@houstonisd.org

Ms. Wallace:  
Elizabeth.Wallace@houstonisd.org

*We are here to support you and will be checking on you. Let us know if you need anything!*  

**SCIENCE**  
- Log onto the HUB.  
- Access your science course(s).  
- Find the weekly assignments and follow the instructions.  

Ms. C. Burns:  
CBURN@houstonisd.org

Mr. E. Burns  
Edwin.Burns@houstonisd.org

Ms. Humble-Davies:  
Suzanne.HumbleDavies@houstonisd.org

Ms. Hurd:  
Leah.Hurd@houstonisd.org

Mr. Johnson:  
Chevaun.Johnson@houstonisd.org

Dr. Nnajiofor:  
Lolochinyere.Nnajiofor@houstonisd.org

Ms. Nolazco:  
Elizabeth.Nolazco@houstonisd.org

*Scholars, we hope all is well with you and your families. Stay strong, be resilient, and do not panic.*
<table>
<thead>
<tr>
<th><strong>SOCIAL STUDIES</strong></th>
<th><strong>Department Instructions</strong></th>
<th><strong>Email addresses and additional contact information</strong></th>
<th><strong>Our message to YOU....</strong></th>
</tr>
</thead>
</table>
| • Log onto the HUB.  
• Access your Social Studies course(s).  
• Press **Start** to begin your lesson. | Mr. Branch: VBRANCH@houstonisd.org  
Mrs. Charles: JHARRI27@houstonisd.org  
Mr. Freeman: PFREEMAN@houstonisd.org  
Mr. Heise: AHEISE@houstonisd.org  
Mr. D. Thomas: DTHOMASJ@houstonisd.org  
Mr. T. Thomas: Tremayne.Thomas@houstonisd.org | **The Social Studies department promises to maintain the high expectations for success to which you have become accustomed and will be there to support you throughout this process.** |
| **Student Support**  
(PSI, Life Skills, Self-Contained) | • Log onto **Unique** daily and complete assignment  
• Complete 3 pages of your packets | Ms. Goffney: MGOFFNEY@houstonisd.org  
Mr. Grayson: VGRAYSON@houstonisd.org  
Ms. Kindle: SKINDLE@houstonisd.org  
Ms. Payne: VPAYNE@houstonisd.org | **We miss you and are so proud of the things you try and the things you can do. You go-high five! ...and remember Today is a Good Day to Learn!** |
| **CTE**  
(Agriculture, Computer, Construction, Engineering, and Networking) | • Log onto the HUB.  
• Access your CTE/Khan course(s).  
• Find the **Weekly Assignments.**  
*Complete each group by Friday for grading.* | Mr. Abu-Rayyan: MABURAYY@houstonisd.org  
Mr. Islam: MdAriful.Islam@houstonisd.org  
Dr. Le: NLE1@houstonisd.org  
Mr. Sandifer: David.Sandifer@houstonisd.org  
Mr. Turner: Nicholas.Turner@houstonisd.org  
Mr. Tran: Chieu.Tran@houstonisd.org | **We are here to support you and will be checking on you. Let us know if you need anything!** |

Additional contact information can be found on the Social Studies Online Learning Syllabus (located on HUB once you access the course).  

You need to access your school email for all updates and communications. There has been a Google TEAMs group set up with your login information sent to your school email (OUTLOOK): studentID@online.houstonisd.org
<table>
<thead>
<tr>
<th>Department</th>
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</tr>
</thead>
</table>
| **FINE ARTS**       | - Log onto the HUB.  
- Access your fine arts course(s).  
- Complete your assignments.             | Ms. J. Johnson:  
Jacquana.Johnson@houstonisd.org  
Instagram: btw_dancedept  
Twitter: @BDancedept  
Mr. Newman:  
Mallik.Newman@houstonisd.org  
Instagram: @btwband1893  
Twitter: @btwband1893_  
@ btw_orchestra  
Ms. Watson:  
MWATSON5@houstonisd.org  
Instagram: BTWCreatives  
Twitter: @artsdriven  | This is a moment to unleash your creativity! We are all in this together defining a new normal and pushing the boundaries in the arts!  
| (Art, Band, Dance, Music) |                                                                                          |                                                                                                                      |                                                                                                               |
| **LOTE** (Spanish)  | - Log onto the HUB.  
- Access your Spanish course(s).  
- Find the Weekly Assignment Sheet and follow the directions.  
Additional charts, links, websites and other resources to complete your assignments can be found under the Resources tab. | Ms. Espinosa:  
AESPIN10@houstonisd.org  
Ms. Sepulveda:  
Elga.SepulvedaSuarez@houstonisd.org  
Additional contact information can be found on the Class Welcome Page (located in the HUB once you access the course).  | We are here for and with you! We are learning and adjusting with you. We, together, got this! We are ONE!  |
|                     |                                                                                          |                                                                                                                      |                                                                                                               |
| **NJROTC**          | - Log onto the HUB.  
- Access your NJROTC course.  
- Press the Start button to begin your lesson.                                                                 | Chief Johnson:  
Edward.Johnson@houstonisd.org  
Commander Johnson:  
LJOHNS39@houstonisd.org  
Master Chief Freeman:  
SFREEMA3@houstonisd.org  
Additional contact information can be found in the NJROTC syllabus, under the resources tab in the HUB.  | “Don’t let what you cannot do interfere with what you can do.”  
– John Wooden                                                                                                   |
|                     |                                                                                          |                                                                                                                      |                                                                                                               |
| **P.E./HEALTH**     | - Log onto the HUB.  
- Access your P.E./Health course(s).  
- Find the weekly assignments and follow the instructions.                                                           | Coach Austin:  
RAUSTIN1@houstonisd.org  
Coach Burrell:  
TBURRELL@houstonisd.org  
Coach D. Thomas:  
DTHOMA38@houstonisd.org  | “Strive for progress, not perfection.”  
– Unknown                                                                                                           |
We are committed to student success during the building closure!

- Staff members will regularly reach out to students and their families to conduct wellness checks and assess needs for successful distance learning.
- Teachers will provide contact information and be available throughout regular instructional hours to answer questions as well as provide instructional support to students and families, including live chats and lesson demonstrations.
- All staff members will be working remotely to provide quality distance learning opportunities and resources. Lessons and resources will be updated weekly. If you have specific questions or concerns about your student’s education, please contact the appropriate staff member using the email found on our staff directory: [https://www.houstonisd.org/Page/144541](https://www.houstonisd.org/Page/144541). All emails will be returned within 24 hours.
- We know that all of our families are doing their best to meet the needs of every family member during this difficult time. Below is a suggested schedule, as a recommendation, to how student’s time could be used during the distance learning.

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 minutes</td>
<td>Wake up and Eat Breakfast</td>
</tr>
<tr>
<td>180 minutes</td>
<td>Academic Time (core areas)</td>
</tr>
<tr>
<td>30 minutes</td>
<td>Lunch time</td>
</tr>
<tr>
<td>30 minutes</td>
<td>Chore</td>
</tr>
<tr>
<td>90 minutes</td>
<td>Academic Time (electives)</td>
</tr>
<tr>
<td>30 minutes</td>
<td>Creative Time (Reading, Exercise, Crafting, Hobbies)</td>
</tr>
</tbody>
</table>

**Administrative Team**

<table>
<thead>
<tr>
<th>Name</th>
<th>Administrative Contact for:</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carlos R. Phillips II, Ed.D.,</td>
<td>Campus/Staff Operations, Teacher Leaders, and Math Dept.</td>
<td><a href="mailto:CPHILLII2@houstonisd.org">CPHILLII2@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Principal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nicholas Newton,</td>
<td>9th Grade Students and Campus Discipline</td>
<td><a href="mailto:NNEWTON3@houstonisd.org">NNEWTON3@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>STEM Instructional Specialist</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cassandra Saddler, Ed.D.,</td>
<td>ELA Dept., SpEd Dept., RTI, LPAC, and 10th Grade Students</td>
<td><a href="mailto:CSADDLER@houstonisd.org">CSADDLER@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Assistant Principal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Valencia D. Hall, Ed.D.,</td>
<td>CTE Dept., ROTC Dept., Campus Technology, Credit Recovery, and 11th Grade Students</td>
<td><a href="mailto:VDUTTON@houstonisd.org">VDUTTON@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Assistant Principal</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emeshako Hines,</td>
<td>Science Dept., Campus Instruction, TELPAS Testing, and 12th Grade Students</td>
<td><a href="mailto:ENEAL@houstonisd.org">ENEAL@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Dean of Instruction</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Jennifer Charles,</td>
<td>Social Studies Dept. and Senior Sponsor</td>
<td><a href="mailto:JHARRI27@houstonisd.org">JHARRI27@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Teacher Specialist</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sonya Mills,</td>
<td>Fine Arts Dept, LOTE Dept., Magnet, and Advanced Placement/GT Testing</td>
<td><a href="mailto:SWHITE@houstonisd.org">SWHITE@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Magnet Coordinator</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Joseph Lopez,</td>
<td>Academic/Social support for 9th and 10th Grade students</td>
<td><a href="mailto:Joseph.Lopez@houstonisd.org">Joseph.Lopez@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>9th and 10th Grade Counselor</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reba Powell,</td>
<td>Academic/Social support for 11th and 12th Grade students and campus testing</td>
<td><a href="mailto:RPOWELL@houstonisd.org">RPOWELL@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>11th and 12th Grade Counselor</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Francisco Rivera,</td>
<td>Non-academic supports for critical issues (<em>i.e.</em> mental health, physical needs, food insecurity, lack of stable housing, violence, etc.)</td>
<td><a href="mailto:Francisco.Rivera@houstonisd.org">Francisco.Rivera@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Wraparound Resource Spec.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brian Thompson,</td>
<td>Advise and provide resources for college and career planning</td>
<td><a href="mailto:Brian.Thompson@houstonisd.org">Brian.Thompson@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>College/ Career Readiness Adv.</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chatoria Thomas,</td>
<td>Registration and Student Records</td>
<td><a href="mailto:CTHOMA17@houstonisd.org">CTHOMA17@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Registrar</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alissa Nelson,</td>
<td>Special Education Services</td>
<td><a href="mailto:ANELSON3@houstonisd.org">ANELSON3@houstonisd.org</a> Or 281-772-1278</td>
</tr>
<tr>
<td><strong>SpEd Department Chairperson</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Katrina Blacklock,</td>
<td>Campus Technology</td>
<td><a href="mailto:Katrina.Blacklock@houstonisd.org">Katrina.Blacklock@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>IT/Tech Support</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roxanne Castillo,</td>
<td>Principal’s Assistant, Campus Communications, and Attendance</td>
<td><a href="mailto:RCASTIL7@houstonisd.org">RCASTIL7@houstonisd.org</a></td>
</tr>
<tr>
<td><strong>Administrative Assistant</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please let us know if we can assist you in any way!
Instructions for logging your student onto the HUB:

Your student ID number is their "s" number, most students know this number as they use it throughout the day. If not, it is on their report card/progress report. This number will not change until they leave HISD.

1. Go to www.houstonisd.org
2. Click on HUB

   **Username:** student\s(student I.D. number)
   **Password:** (student's full date of birth, example: 01012014)

**Example:**
- **Student:** John B.
- **Student ID:** 1234567
- **Birthday:** 01/02/2003

**Username:** student\S1234567@online.houstonisd.org
**Password:** 01022003

Instructions for logging your student onto HISD’s email client Outlook:

1. Go to www.outlook.com
2. Click on "Sign In"
3. You will then be prompted to input your student’s user credentials.

Your user credentials are as follows:

   **Username:** “S” + Student ID @online.houstonisd.org
   **Password:** 8-digit birthdate.

**Example:**
- **Student:** John B.
- **Student ID:** 1234567
- **Birthday:** 01/02/2003

**Credentials:** Username: S1234567@online.houstonisd.org
**Password:** 01022003

Wi-Fi/Internet Resources:

- FCC agreement "Keep America Connected Pledge" stating that providers will waive late fees, not cutoff service for lack of payment, and open hot-spots. [https://docs.fcc.gov/public/attachments/DOC-363033A1.pdf](https://docs.fcc.gov/public/attachments/DOC-363033A1.pdf)

- Comcast COVID-19 response: offers free Wi-Fi for 2 months to low income families plus all Xfinity hot-spots are free to the public during this time. [https://corporate.comcast.com/covid-19](https://corporate.comcast.com/covid-19)

- 60 DAYS FREE INTERNET FOR HISD STUDENTS WHO LIVE IN COMCAST SERVICE AREA [https://www.internetessentials.com/covid19](https://www.internetessentials.com/covid19)
Charter/Spectrum Free Internet offer for 2 months


Sprint COVID-19 response: follows FCC agreement, provides unlimited data to existing customers, and, starting Tuesday, 3/17/2020, will allow all handsets to enable hot-spots for 60 days at no extra charge. https://newsroom.sprint.com/covid-19-updates-sprint-responds.htm