FONWOOD EARLY CHILDHOOD CENTER

“We’re Wild About Learning”

PARENT ORIENTATION

2020-2021

Christina Jordan, Principal
Welcome to Fonwood ECC
“We’re Wild About Learning”

• Phone Number: 713-633-0781

• Address: 9709 Mesa Drive, Houston, TX 77078

• School Website: www.houstonisd.org/fonwood

• Administrators:
  • Principal – Christina Jordan
  • Instructional Coordinator – Gemma Lakanlale
  • Instructional Coordinator – Shanedra Burkhalter
School Mission Statement

Fonwood Early Childhood Center is the best Early Childhood Center for students in the North Forest area because we offer a strong academic foundation in language and literacy, mathematics, and social and emotional development.
First Week of School
Things to Know

• When is the first day of school?
  ➤ Tuesday, September 8, 2020

• What is the instructional setting for the first day of school?
  ➤ Students will engage in Virtual Learning on the first day of school and continue virtual learning until Friday, October 16, 2020.

• What are our school hours?
  ➤ 7:30 a.m. to 3:00 p.m. (The student daily schedule includes asynchronous and synchronous work)

• What are the daily requirements for my Fonwood Cub?
  ➤ Students must be logged in to Microsoft Teams by 8:00 a.m. daily. Parent/guardians are required to have daily supplies and technology readily accessible for student use.
To ensure students have the necessary supplies needed to engage in virtual learning, we will provide all students with a school supply bag. The school supply bag will include:

- Crayons
- Pencils
- Construction Paper
- Guided Reading Folder
- Guided Math Folder
- Daily Review Sheets
Fonwood ECC
Virtual Dress Code

The goal of the HISD/Fonwood ECC Dress Code is to ensure that students stay focused on learning and to create a positive and safe environment. We appreciate parent and student support in upholding our dress code.

- No pajamas
- No clothing displaying inappropriate language, pictures or themes.
Nutrition

Under Texas Department of Agriculture (TDA) guidance and instruction, and in accordance with superintendent and board approval if needed, Nutrition Service may provide meals in the following ways:

- Meals will be served from inside selective campuses, based upon availability.

- Curbside meals will be available for student or parent pickup at designated locations on indicated days.

EOT Distribution and Cancellation!!!

Be sure to check distribution times. Change in event times will require students' personal meal, report cards, EOT Certificates, etc. Teachers will be in attendance to distribute meals for their lunch room and meals will be served. Parents should be sure to have transportation tags in the dashboard of their car so they may enter the inside of the curbside area. When instructed parents will open the trunk of their car and all meals will be loaded into the trunk of the car. All parents and students are required to wear a mask. Parents and students are required to stay in the car during the event.

**Weekly Event Schedule**

<table>
<thead>
<tr>
<th>Day</th>
<th>Tuesday, May 18, 2020</th>
<th>Thursday, May 20, 2020</th>
<th>Friday, May 21, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time</td>
<td>12:30-1:00 pm</td>
<td>12:30-1:00 pm</td>
<td>12:30-1:00 pm</td>
</tr>
<tr>
<td>Location</td>
<td>Faison, Sosa, and</td>
<td>Escobar, Williams,</td>
<td>Escobar, Washington,</td>
</tr>
<tr>
<td></td>
<td>Aikhaghe,</td>
<td>Pars and</td>
<td>Flores, Pikes,</td>
</tr>
<tr>
<td></td>
<td>Jinkins,</td>
<td>Washington, Flores,</td>
<td>Pikes and Matsonio</td>
</tr>
</tbody>
</table>

**New Food Distribution Site**

Weekly food distribution will continue with another 25 sites open throughout the district. Click on the link below for specific dates and times for the weekly distributions:

[newfooddistribution.readysite.com/weekofMay18]

**Contact Us**

<table>
<thead>
<tr>
<th>Tuesday, May 25, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:30-1:00 pm</td>
</tr>
<tr>
<td>Location</td>
</tr>
<tr>
<td>Harris, Morgan, and</td>
</tr>
<tr>
<td>Salinas, Lucas, and</td>
</tr>
<tr>
<td>Lozoya, and Duran</td>
</tr>
</tbody>
</table>

**Help Us Spread the Word!**

**Enrollment Dates**

- June 1, 2020 - June 30, 2020
- August 1 - August 20, 2020

Visit the MSD News Blog for more information about Pre-K registration requirements:

[https://news.msdoe.org/Mادرiz/2020/05/22/prek-enrollment-dates-and-programmes-for-2020-2021]

**The Spot 4 Help** is a FREE resource for students and community services. The full site contains comprehensive community resources ranging from basic needs, government benefits, and healthcare. For more information, please contact [423-324-3400]

**Resources**

- [https://news.msdoe.org/Mادرiz/2020/05/22/prek-enrollment-dates-and-programmes-for-2020-2021]

**Parent Student Connect**

An online service by MSD, allows registered users (parents and students) to log in to access a variety of student information that includes Progress Reports, Report Cards, and Parent and Student Resources. Please visit the link below for more information:

[https://www.parentconnect.org]

**EOT Feed**

Fonwood ECC will offer an academic enrichment program for our Pre-K and 3 students. All current students are eligible to participate in the enriching virtual summer program.

Contact us by Tuesday, June 2, 2020 to secure your spot.
<table>
<thead>
<tr>
<th>Daily Needs</th>
<th>Image</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Fonwood iPad/Personal Technology</strong></td>
<td><img src="image" alt="iPad" /></td>
</tr>
<tr>
<td><strong>Daily School Supplies (Supply Bag)</strong></td>
<td><img src="image" alt="Supply Bag" /></td>
</tr>
<tr>
<td><strong>Guided Reading and Math Folder</strong></td>
<td><img src="image" alt="Guided Reading" /></td>
</tr>
</tbody>
</table>
## Fonwood’s Digital Learning Platforms

<table>
<thead>
<tr>
<th>Platform</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Microsoft Teams</strong></td>
<td>Microsoft Teams is your digital portal into your child’s classroom. Teachers will use this digital tool to deliver virtual lessons and engage your child in fun and meaningful learning activities. Microsoft Teams can be accessed online or downloaded to a home or mobile device for free.</td>
</tr>
<tr>
<td><strong>Class Dojo</strong></td>
<td>Class Dojo is a class communication app that connects you to your child’s virtual classroom. You can see your child’s feedback from teachers, hear important announcements and updates, watch instructional videos, receive and post student activities in your child’s portfolio, and see your child’s classwork in their own Student Story. Parents can use any iOS device, Android device, Kindle Fire, or computer to connect.</td>
</tr>
<tr>
<td><strong>Imagine Learning</strong></td>
<td>Imagine Learning is a digital literacy and math program that teaches skills critical to reading and math readiness. The Imagine Learning program begins with an assessment that identifies each student’s weakness as well as strengths. Based on the initial assessment, students are individually assigned by the program to specific interactive games and activities based on their performance on the assessment.</td>
</tr>
<tr>
<td><strong>PowerUp: HUB</strong></td>
<td>PowerUp: HUB, or HUB for short, is the district’s digital learning platform that that can be used by educators and students to give everyone involved in a child’s education the information, digital tools, and resources they need to learn together — both inside and outside the classroom.</td>
</tr>
</tbody>
</table>
# Technology and Support

To ensure the success of our Fonwood cubs participating in virtual learning, Fonwood ECC will provide an iPad for all students.

- **iPad Distribution date:** Tuesday, September 1, 2020

## Technology Support:

<table>
<thead>
<tr>
<th>Technology Quick Start Guides</th>
<th>HISD Technology Support</th>
<th>Fonwood Technology Support</th>
<th>Open Labs</th>
</tr>
</thead>
</table>
| Tutorial videos and flyers are located on the school website. | ➢ HISD technology support  
**Where to get support:** [HISD Technology Service Desk](https://www.houstonisd.org)  
**Phone:** 713-892-7378  
**Email:** servicedesk@houstonisd.org | **Technology Campus Coordinator:** Ms. Keating  
**Email:** Mkeating@houstonisd.org  
**Phone:** 713-396-2181 | Week one open lab schedule will be provided via Class Dojo by your classroom teacher. |
| **Tuesday**  
| **September 8, 2020** | **Wednesday**  
| **September 9, 2020** | **Thursday**  
| **September 10, 2020** | **Friday**  
| **September 11, 2020** |
|---|---|---|---|---|
| **Topic:** Microsoft Teams | **Topic:** Class Dojo | **Topic:** Imagine Learning | **Topic:** PowerUp: HUB |
| **Description:** Participants will learn how to join their children in scheduled class meetings on Microsoft Teams, as well as be introduced to the common terms and features used. | **Description:** Participants will learn how to use the Class Dojo app as a school communication platform where messages, photos, and videos can be exchanged between teachers, students, and families. | **Description:** Participants will learn how to help their child begin accessing fun and engaging online learning resources using the Imagine Learning program. | **Description:** Participants will learn how to log into the HUB 24-7 from any device with Internet access using their HISD login and password. |
| **Time:** 2:15 pm | **Time:** 2:15 pm | **Time:** 2:15 pm | **Time:** 2:15 pm |

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Open Lab Schedule For September 8-11, 2020
## Content Delivery

<table>
<thead>
<tr>
<th>Synchronous Instructional Model</th>
<th>Asynchronous Instructional Model</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Live Instruction</strong></td>
<td><strong>Independent Practice</strong></td>
</tr>
<tr>
<td>Microsoft Teams Live</td>
<td>Imagine Learning Literacy/Math practice via Clever (Clever codes will be provided by the classroom teacher.)</td>
</tr>
<tr>
<td>Classroom Instruction</td>
<td></td>
</tr>
<tr>
<td>Hands-on Learning Activities</td>
<td>Choice Board Activities</td>
</tr>
<tr>
<td>Small Group Instruction</td>
<td></td>
</tr>
<tr>
<td>Ancillary Microsoft Teams</td>
<td></td>
</tr>
<tr>
<td>Live Instruction</td>
<td></td>
</tr>
</tbody>
</table>
## Student Schedule

**Virtual School Student Daily Schedule**

**Asynchronous Learning - Offline / Independent Student Activity**  
**Synchronous Instruction - On-line / Live via Microsoft Teams**

<table>
<thead>
<tr>
<th>Time</th>
<th>Components</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 a.m. – 8:05 a.m.</td>
<td>35 min. SEL Choice Board</td>
</tr>
<tr>
<td>8:05 a.m. – 8:25 a.m.</td>
<td>20 min. Greeting Circle</td>
</tr>
<tr>
<td>8:25 a.m. – 8:30 a.m.</td>
<td>5 min. Brain Break</td>
</tr>
</tbody>
</table>
| 8:30 a.m. – 9:15 a.m. | 45 min. Emergent Literacy Block      
| | - Morning Message (15 min.)  
| | - Brain Break (2 min.)   
| | - Read Aloud (10 min.)   
| | - Brain Break (3 min.)   
| | - Mini lesson (15 min.) |
| 9:15 a.m. – 9:20 a.m. | 5 min. Brain Break                                                           |
| 9:20 a.m. – 9:50 a.m. | 30 min. Intervention Guided Reading                                     |
| 9:50 a.m. – 10:00 a.m. | 30 min. Imagine Literacy                                                     |
| 10:20 a.m. – 10:50 a.m. | 30 min. Classroom Choice Board                                             |
| 10:50 a.m. – 11:35 a.m. | 45 min. Math Block            
| | - Calendar Routine (15 min.)  
| | - Brain Break (2 min.)   
| | - Read Aloud (10 min.)   
| | - Brain Break (3 min.)   
| | - Mini lesson (15 min.) |
| 11:35 a.m. – 11:40 a.m. | 5 min. Brain Break                                                           |
| 11:40 a.m. – 12:05 p.m. | 25 min. Hands-On Learning                                                    |

<table>
<thead>
<tr>
<th>Time</th>
<th>Components</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:05 p.m. – 12:35 p.m.</td>
<td>30 min. Lunch</td>
</tr>
</tbody>
</table>
| 12:35 p.m. – 1:35 p.m. | 40 min. Group A  
| | 12:35 p.m. – 1:00 p.m. Live Microsoft Teams Ancillary Class |
| 1:35 p.m. – 2:05 p.m. | 30 min. Group B  
| | 1:35 p.m. – 1:35 p.m. Ancillary Choice Board |
| 2:05 p.m. – 2:15 p.m. | 10 min. Intervention Guided Math  |
| 2:15 p.m. – 2:45 p.m. | 30 min. Group A  
| | 1:30 p.m. – 1:35 p.m. Ancillary Choice Board |
| 2:45 p.m. – 3:00 p.m. | 15 min. Classroom Choice Board                                             |

Parents will
Student Attendance

Student attendance is mandatory.

Daily attendance requirements:

- Participate in daily Microsoft Teams meeting with teachers.

OR

- Submit assignments via the district’s HUB (assignments can also be submitted via Class Dojo).
Student Attendance

• Students who have not met the attendance requirements by **2:30 p.m.** will be marked absent.

• Parents/Caregivers 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 the student engages in learning **before 11:59 p.m. of the same day via the HUB**.

• Any absences recorded but resolved by the student before **11:59 p.m. on the same day**, will be reconciled based on login records of the HUB.
Microsoft Teams (Synchronous Learning)

Teachers and students will engage in virtual face-to-face connections and instruction using the Microsoft Teams platform.

- **Accessing Microsoft Teams via HISD email**

  **Login information:**
  
  **Username:** SIDnumber@online.houstonisd.org
  
  Example: S0354604@online.houstonisd.org

  **Password:** Student Birthdate
  
  Example: 09/23/2016

  Need a tutorial to log into Microsoft Teams?

  No worries! A tutorial can be found on the or school website.
Microsoft TEAMS Etiquette and Student Expectations

- Be on time
- Be prepared
- Stay in one spot during the live class sessions
- Dress the part
- Eliminate distractions
- Use the hand signal and wait your turn to talk
- Respect members of your classroom family
- Limit background noise
- Do not log off until the live Microsoft Teams session ends
- Keep your video on for attendance and engagement purposes.
- Use headphones with a mic (optional).
Student Work Area
Virtual Learning Materials List

• A weekly guide that will be provided to parent/guardians every Monday by 7:30 a.m. via class Dojo

• Includes materials students will need to participate successfully during virtual daily lessons that will be facilitated by the teacher

(We encourage parents to prepare items the night before to ensure that students are prepared daily for instruction.)
HOW DO I STAY CONNECTED?

Staying involved in your student's education and school is vital for success.
School Newsletters
Two newsletters – the *Fonwood ECC Weekly Word* and the *Classroom Newsletter* – will be emailed out weekly to keep Fonwood families abreast of important district, school, and classroom news.

Parent-Teacher Conferences
Parents/Guardians and teachers can schedule a Parent-Teacher conference using the Class Dojo app to discuss student progress and find solutions to academic or behavioral problems.

Class Dojo
This class communication online app allows teachers and parents/guardians to create and send messages to each other. Instructional videos and student activities can also be shared in this app.
Home-School Connection
Collaborating for Success

PowerUp: HUB
This is the district’s online learning platform that allows parents/guardians 24-7 access to instructional materials, homework, and digital books.

PowerSchool Connect
Parents/Guardians can log in to the district’s online service to access a variety of student information, see daily attendance records, view progress reports and report cards, access parent and student resources, and communicate electronically with teachers.

Virtual Open Labs
Tutorials for parents/guardians on how to navigate around important online classroom apps that will be used in Fonwood’s Virtual School will be held virtually on Microsoft Teams. Participation in Open Labs is optional.
Administrative Monthly Meetings

- To keep parents informed about district and school updates during the 2020-2021 school year, Fonwood administrators will conduct monthly virtual meetings.

- Monthly meeting dates, times and meeting links will be posted in the Weekly Word and will be provided to families via Class Dojo by the teacher.
Stay in Contact

If you have a change of address, phone number, or email address during the year you must complete a change of information form so that in case of an emergency, we will be able to contact you immediately.

Please contact the front office for more information.
Head Start – PK-3

Center Manager: Markeysha Hinderman
Assistant Center Manager: Shenekia Hines
Family Service Providers
- Maria Hollins
- Elena Martinez
- Tracey Norman

- Required health documents:
  - Physical Exams
  - Dental Exams
  - Immunizations
  - Insurance
  - 45 Day Screenings

- Parent involvement:
  - Parent-Teacher Conference
  - Parent Committee Meetings
  - Parent Committee elected positions
  - Policy Council Meetings

- Teacher home visits- Conducted virtually

- Head Start staff contact information: 713-633-0781
Fonwood PTO

• How to join the Fonwood PTO?

• Upcoming events

• Connect with us:
  ➢ Ecc Pto Fonwood
Reminders

• Contact Nurse Ivory if you received a phone call about incomplete immunization records.

• Technology and School supply bag pickup: Tuesday, September 1, 2020
Stay Connected

• Visit our school website
  ➢ www.houstonisd.org/fonwood

• Like us on Facebook
  ➢ Fonwood Ecc

• Get up to the minute school updates by following us on Twitter
  ➢ @FonwoodECC
Thank you for your time and commitment. We look forward to a successful academic year, filled with tons of fun and learning!
Questions

• If you have any questions concerning the 2020-2021 school year, please feel free to contact the front office at 713-633-0781.

• We look forward to a great school year!