

DeAnda

ELEMENTARY SCHOOL

Parent Handbook for Virtual Learning

2020-2021



DEANDA'S MISSION STATEMENT

Our mission is to empower scholars to: become global leaders, strive for excellence, and become responsible citizens, critical thinkers, and effective communicators.

DEANDA ELEMENTARY SCHOOL CONTACT INFORMATION

7980 ALMEDA-GENOA RD. | HOUSTON, TX 77075

713.556.9550 (OFFICE) | 713.556.9552 (FAX)

[HTTPS://WWW.HOUSTONISD.ORG/DEANDA](https://www.houstonisd.org/deanda)

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A NOTE FROM THE PRINCIPAL

DeAnda Families,

Welcome back DeAnda parents, families, & students! This is certainly an untraditional start to our school year, but we are still very excited to welcome you back! We promise to continue to provide your child with an *excellent* education – no matter if the learning is in-person, virtual, or a hybrid of both! Although the past few months have been very challenging, we want to assure you that the entire DeAnda Elementary team is **committed** to supporting the needs of your child and your family!

Since COVID-19 hit us in March, we have come a far way in ensuring that virtual learning is of *excellent* quality for your child. We are asking that **every** child, parent, sibling, etc. **commit** with us to engage in this new style learning! The past few months have been spent intensely creating a well prepared, purposeful, and intentional plan for instruction. *Rest assured, that this is no longer the same quick turn-around situation we were faced with back in March!*

Educational research shows that virtual learning **does not** mean that your child is less likely to learn. In fact, what the research shows is that it is **what we do** *during virtual learning* that matters most! This means that the more your child engages with the teacher and completes their work independently, the greater the chances of their academic success!

We recognize that there may be a lot of changes and supports needed for your family and your child during this time. If you are experiencing any difficulties, please reach out to your child's teacher or someone at the DeAnda campus so we can find a solution to support your family!

We look forward to a terrific school year with you and your child(ren)!

Warmest wishes,

Lauren Mailhiot

Principal

VIRTUAL LEARNING FOREWORD



The Houston Independent School District & DeAnda Elementary have developed a plan to deliver quality education during the upcoming 2020-2021 school year while ensuring the health and safety of our students, families and staff.

With this in mind, 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.

We ask that parents work closely with individual schools to ensure their child is properly prepared to engage in online learning **virtually** on **September 8, 2020**. Please call your child's school directly with questions.

You can find more information from the district here →

<https://www.houstonisd.org/reopening>

HISD VIRTUAL LEARNING PARENT COURSE

All parents are highly encouraged to take the HoustonISD Virtual Learning Parent Course.

Before your call the school or the teacher to ask for assistance, ensure you take this online Parent Course to familiarize yourself with Virtual Learning in HoustonISD.

<https://www.houstonisd.org/ParentCourse>

VIRTUAL LEARNING OVERVIEW

This school year, your child will begin school with virtual learning. This will allow HISD students to continue their education while HISD continues to monitor conditions across the district and make adjustments as necessary to ensure the health and safety of all students. During virtual learning, parents and students will be able to use HISD @ H.O.M.E. and district platforms to access instructional supports and resources.

Virtual learning in HoustonISD means that students will spend part of the day engaged in live online lessons with their teachers. The rest of the day will be spent working on virtual assignments *independently* at home.

Technology is used to:

- Deliver instruction to students
- Communicate with Teachers
- Does not require Real-Time Interactions (although it is highly recommended)

Students will need the following:

- 1) A Technology Device (laptop, Chromebook, or iPad)
- 2) Internet Access
- 3) HISD Log-in Information

Students will **be required** to engage in **daily** learning activities:

- 1) Live Interaction with Teachers
- 2) Participating in the HUB coursework
- 3) Submit Assignments to the teacher

HOW PARENTS CAN HELP CHILDEN SET UP VIRTUAL LEARNING



<https://www.houstonisd.org/Page/182893>

Supporting your student's Virtual Learning Experience is an ESSENTIAL part of their success while learning from home.

- 1) Set expectations and establish routines (schedule for child)
- 2) Create a dedicated learning space
- 3) Keep up with DeAnda & HISD's communication and updates
- 4) Check in with your child daily
- 5) Encourage physical activity & exercise
- 6) Become familiar with Virtual tools & resources

VIRTUAL INSTRUCTION: THE ASYNCHRONOUS MODEL

During the time that schools are closed, the District and DeAnda ES will make every effort to ensure that student education continues uninterrupted. HISD will be implementing an asynchronous instructional model.

Asynchronous means:

- Teacher delivers regularly short increments of synchronous instruction through the use of real-time, live instruction via Teams
- Student's learning experience is exceedingly self-guided with intermittent teacher interaction in which students engage in learning instructional material on their own time.
- Students complete self-paced and personalized activities via the HUB and other district-provided digital resources (Imagine Learning, digital textbooks, etc.)

Parents and students will be provided with a **weekly instructional plan** with the learning activities students will be tasked to complete. Including:

- **Assignments:** During remote learning students must complete and submit two assignments per week in each subject area.
- **Teacher and Student Interactions:** Opportunities for appropriate teacher-student and student-student interactions, that includes student feedback and reflection
- **Resources:** Instructions on **how** students can access resources that enrich the course content and assist in achieving mastery
- **Assessments:** Provide a variety of assessment opportunities that include student products. Assessments will ensure continued information on student progress remotely addresses accessibility concerns through all course materials

TECHNOLOGY PLATFORMS FOR VIRTUAL LEARNING



HISD and DeAnda Elementary will be using 3 main platforms for various learning needs of students. For instructional videos on how to log-in to these platforms, visit →

<https://www.houstonisd.org/Page/183042>

| | | |
|---|--|--|
| 1 |  THE "HUB" | <h2>The HUB (ItsLearning)</h2> |
| | | <p>Use: To access assignments and complete work.</p> |
| | <p>The HUB, also known as itsLearning, is the district’s learning management system (LMS). It allows students to access lesson materials and submit their assignments, collaborate, and communicate with their teachers. The HUB can be accessed from any device by visiting HoustonISD.org/HUB or downloading the itsLearning app on a mobile device.</p> | |
| 2 |  | <h2>Microsoft TEAMS</h2> |
| | | <p>Use: To meet with teacher for “classtime” and face-to-face virtual learning.</p> |
| | <p>Teachers will use Microsoft Teams to provide live instruction and continued student support to enhance the learning experience through conversations, video and audio meetings, and live events. Students will be able to access Teams either through a shared teacher link or Office365.houstonisd.org.</p> | |
| 3 | | <h2>Digital Resources</h2> |
| | | <p>Use: To provide other learning activities that are online.</p> |
| | <p>HISD provides a variety of educational digital resources for students to access, that include textbooks, content specific applications, online reading libraries, and formative and summative assessment tools. Your student can log in directly to the Digital Resources page by visiting HoustonISD.org/DigitalResources. Please note that your student will need to log in using their HISD student email address and password</p> | |

HOW TO LOG-IN

Students can log in to most digital resources by using their HISD network ID and password.

USERNAME:

Your student's username: Student\S##### or S#####@online.houstonisd.org

The #'s represent your student's ID Number. For example, Student\S123456

Make sure to use the backslash key and not the regular slash (/)

PASSWORD:

Your student's default password: XXXXXXXX

The X's represent your student's 8-digit birthday

For example: August 10, 2008 is 08102008

GRADES

Grades will count! Your student will follow the same grading system guidelines as in-person learning.

Teachers will be expected to measure student progress by grading at least **2 assignments** each week for each subject. Teachers will post grades on a weekly basis.

Additional information on grades:

- All HISD schools are now on a 6-week grading cycle
- 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 (log-in information will be provided by campuses at a later date).

ATTENDANCE

Attendance will be taken on a daily basis.

All students enrolled at DeAnda ES are **expected** to participate in learning activities **daily** – either virtual or in-person.

State law TEC §25.092 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.

Present

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

To be marked **present**, students must engage in **at least one** of these 3 requirements **each school day**:

- Interactions with teachers via Microsoft Teams as part of live or small group instruction.
- Participation in the HUB, the HISD Learning Management System (LMS) and completion of independent reading and work assignments.
- 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.

Absent

Elementary students who **have not met at least one** of the three requirements above by the following times will be marked **absent by 2:30 p.m.**

However, absences can be resolved (changed to “present”) 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 the student engages in learning before 11:59 p.m. of the same day. 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 or with teacher verification.

Please note that students must do at least one assignment **each day**. Students **may not** complete work for other days and still be counted present for each day.

Ex. If a student is engaged in remote learning and completes learning activities for the entire week 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.

STUDENT CONDUCT

Maintaining excellent student conduct – **both in-person and virtually** - is an expectation at DeAnda ES. Excellent conduct is necessary in achieving our goals of providing a safe school environment and ensuring the highest in student achievement.

Please look for detailed behavior and academic expectations from your child’s teacher. We ask that you regularly discuss talking about: appropriate online behavior, avoiding negative behaviors, and celebrate positive behaviors with your child.

CORE VALUES

Our school and staff work hard to make sure students are learning positive character choices to do well in school and become a respectable citizen.

We focus our rules and values around the International Baccalaureate (IB) Learner Profiles traits:

- Caring • Reflective • Inquirers • Knowledgeable • Risk-takers •
- Communicators • Open-minded • Thinkers • Balanced • Principled

DRESS CODE

For this school year, HoustonISD has relaxed all campus dress code policies due to the current COVID-19 pandemic. However, it is expected that, whether in-person or online, all students must wear appropriate attire (for example: no vulgar language or pictures).

If possible, we encourage all students to wear a school uniform or plain color clothing (with no graphics) when attending in-person class.

During a normal school year, we strictly enforce our dress code of:

Tops should be a white or light blue polo.

Bottoms should be khaki or navy blue. Jeans are not permitted.

SOCIAL EMOTIONAL LEARNING

In addition to academics, our campus is committed to providing emotional support to all students. We have various programs on campus that support student-growth. This year, we have a part-time counselor who will be working to support students with social, emotional, or academic needs. We believe in equipping all students with concrete skills to respect self and respect others. We also have a Wraparound Services Specialist (WSS) who can connect parents and families with community resources.

Counselor: Ms. Jodi Grodner

Email: Jodi.grodner@houstonisd.org

Website: <https://sites.google.com/view/grodnercounseling/home>

Wraparound Services Specialist (WSS): Mr. Joel Garcia (bilingual)

Email: Joel.Garcia@HoustonISD.org

Website: To submit a SAF: www.tinyurl.com/hisdsaf

LITERACY

We know effective reading and writing skills are **key components** to academic success. At DeAnda, we always look for opportunities for students to read and write across content areas. Research shows that families that promote literacy at home will grow up to be better readers and do better in school. The best way for students to get better at reading is to read more!

At home, you can do your best to ensure your child is reading **at least 20 minutes a day** independently. If your child is learning to read, they can listen to you read a book to them, a sibling read to them, or listen to an online book.

PARENT/SCHOOL COMMUNICATION

We have many ways we communicate with parents: monthly calendars, notes home (in-person), school-wide phone calls, text messages, our school website, and social media (Facebook, Instagram, and Twitter). Additionally, all teachers have conference periods where they are available to meet with parents. Teachers are available for conferences by phone during this time. If you call during the day, the teacher may not have a break until after school is out. Therefore, teachers make every effort to return phone calls within 24 to 48 hours

DeAnda's School Website: Flyers & Information →
<https://www.houstonisd.org/domain/52018>

Please ensure that the school has your **current** email and phone number on records as we frequently do call-outs and text messages with important updates.

CONTACTING DEANDA ELEMENTARY

The very best way to contact our school with questions is to call our front office 713-556-9550. Currently, we are severely limiting in-person visitors on campus to allow for social-distancing and minimize exposure to each other.

Please ensure that your contact information (phone and email) are up to date! If they change, please notify the office so we can update our records.

FOOD/MEALS

Houston ISD Nutrition Services is committed to serving good food that fuels your student for learning and helps them to build a lifetime of healthy habits. During the first six weeks of virtual learning, from September 8 until October 16, curbside meals will be provided at select schools with enrollment of 60% or more free and reduced lunch students.

<https://www.houstonisd.org/nutritionservices>

HOUSTON ISD DEPARTMENT CONTACTS

Need assistance with general support?

HISD @ H.O.M.E. Hotline
713-556-INFO (4636)
Monday - Friday
7:00am - 7:00pm

Need help with the network or username/password?

IT Service Desk
ServiceDesk@HoustonISD.org
713-892-7378 (SERV)
Monday - Friday
6:30am - 5:00pm

Need help with The HUB, TEAMS, or another digital platform?

Instructional Technology
InsTech@HoustonISD.org
Book an Online Appointment

Need help with accessing instructional resources?

Academics
Academics@HoustonISD.org

Serious Concerns

Additionally, if you have a serious concern about a school policy or employee, please follow the steps outlined below to resolve the issue in a productive and positive manner:

Step 1 - Contact the person you have a complaint about and discuss the issue.

Step 2 - If the problem persists, contact the principal.

Step 3 - If **after** you have discussed the problem with the principal, and the issue is still unresolved, contact the Parent Community Assistance Office at (713) 556-7121 or at ParentAssistance@houstonisd.org

- Allow 48-72 business hours after reporting your complaint for updates.

ADDITIONAL LEARNING ACTIVITIES

| | |
|--|--|
| <h2>Houston Public Library</h2> | https://bit.ly/3apdM8u Log in: https://tinyurl.com/qhnd58a |
| <p>The Houston Public Library offers free online books and audiobooks for anyone with a library card. You can access all services offered free! Let's Read!</p> | <p>Username: FIRST INITIAL OF LAST NAME + Student ID Password: MMDD (Birthdate)</p> |
| | |
| <h2>GoNoodle</h2> | https://www.gonoodle.com |
| <p>GoNoodle® engages 14 million kids every month with movement and mindfulness videos created by child development</p> | <p style="text-align: center;">Always Free</p> |
| | |
| <h2>HISD @ H.O.M.E. TV</h2> | <p style="text-align: center;">Daily: 9 am – 11 am U-Verse Channel 99 Comcast Channel 18</p> |
| <p>Live television where students can learn by watching HISD @ H.O.M.E It Lessons will cover all areas of learning including: math, Reading, science, social studies, art, and more!</p> | <p>Also available online: https://www.houstonisd.org/livetv</p> |
| | |
| <h2>Parent Webinars</h2> | https://www.houstonisd.org/page/180262 |
| <p style="text-align: center;">HISD will be holding webinar sessions to share more information with parents. Click this link for updated sessions and dates/time.</p> | |

DEANDA VIRTUAL SUPPLY LIST

2020-2021

Pre-Kindergarten

- 1 Primary journals (No spirals)
- 2 Giant pencils
- 5 Packs jumbo glue sticks
- 1 24 count crayon boxes
- 1 Pair of child safety scissors
- 4 Expo dry erase markers
- 4 Count play dough
- 1 Pack 12X18 manila construction paper
- 1 Package of magnet letters, numbers and shapes
- 1 Cookie sheet
- 1 Package of Chenille Steams
- 1 Package of beads
- 1 Package of blocks
- 1 box of chalks

Kindergarten

- 2 Primary Composition Books
- 1 Pair of Fiskars Scissors
- 2 packages of magnetic letters
- 1 box of 24 Crayola crayons
- 1 Pk. Of No. 2 Pencils
- 1 Pk. Of glue sticks
- 1 Package of Crayola color pencils

1st grade

- 1 wide ruled composition notebook
- 1 GRAPHING composition notebook
- 1 package of pencils
- 1 sharpener
- 1 package of 24 crayons
- 1 pair is scissors
- 1 pencil pouch
- 1 package of tan construction paper
- 1 pack of 8 Glue sticks

2nd grade

- 1 pack of index cards
- 1 pair of scissors
- 1 pack of construction paper
- 1 pencil sharpener
- 1 pencil bag
- 2 glue sticks
- 6- composition notebooks
- 2- 24 pack no. 2 pencils
- 1 pack of crayons
- 1 pack of markers
- 1 pack of sticky notes
- 2 erasers (rectangular)

3rd grade

- 5 wide ruled composition notebooks
- 1 box of #2 pencils sharpened
- 1 box of crayons (any count)
- Glue sticks
- 1 Child scissors
- 1 eraser or box of pencil top erasers

4th grade

- 4 Packs No. 2 pencils
- 1 Box of Colored Pencils 12 count
- 2 Packs of erasers (white)
- 1 pack of 8 Glue sticks
- 1 Pairs of scissors pointed, good quality
- 1 Pencil sharpener with a top, good quality
- 5 Black and White composition Journals
- 1 School box for storing school supplies (optional)
- 1 Ruler
- 2 packs of Graph papers
- 1 pairs of Headphones/ Earbuds

5th grade

- 5 composition notebooks
- 1 Tape dispenser
- 2 rolls of tapes
- 3 glue sticks
- 1 pack of colored pencils
- 1 spiral notebook (100 pages, wide-ruled)
- 3 folders with prongs
- 1 pack of notebook paper (wide-ruled)
- 1 pair of scissors

****These supplies are recommended for virtual learning. Additional supplies will be requested when school resumes in-person.**

STAFF CONTACT LIST



James DeAnda Elementary Staff Roster

2020-2021

| Grade | Teacher Name | Email | Grade | Teacher Name | Email |
|--------------|----------------|---|--------------------|--------------------|--------------------------------------|
| PK 3 | Ms. Requesnes | PREQUENE@houstonisd.org | 4th | Ms. Machuca | MMACHUCA@houstonisd.org |
| PK 4 | Ms. Verdin | ELIZABETH.VERDIN@houstonisd.org | | Mrs. Sophani | MSHAHINN@houstonisd.org |
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| | Ms. Fernandez | CFERNAND@houstonisd.org | | Principal | |
| | Ms. Grajales | SGRAJALE@houstonisd.org | | Ms. Garza | AMADA.GARZA@houstonisd.org |
| | | AP | | | |
| Counselor | Ms. Grodner | JODI.GRODNER@houstonisd.org | | Ms. Cruz | NCRUZ1@houstonisd.org |
| WSS | Mr. Garcia | JOEL.GARCIA@houstonisd.org | | Teacher Specialist | |
| Admin. Assl. | Ms. N.Cruz | NCRUZESQ@houstonisd.org | | Mrs. DeBose | COURTNEY.DEBOSE@houstonisd.org |
| SIR | Ms. Colunga | DCOLUNGA@houstonisd.org | Teacher Specialist | | |