

Dear Parents,

Welcome to 4th Grade! Hooray!
Welcome to Remote Learning! Gasp!

Please forgive this initial VERY LONG email. But as we are launching school 100% remotely, there is a lot of information you will need in order for us to be able to communicate effectively and for your child to be able to access assignments and information.

WEBSITE:

The primary source of communication will be my class website.

The URL is rutheller.net

Please visit this site with your child and go through the pages. I also recommend that you bookmark this site so it can be quickly accessed throughout the year.

Please note that there is a page called WEEKLY ASSIGNMENTS. This is the go-to page to access each week to find out what work your child has been assigned. Often there will be instructions to go to another specific page such as math, writing, reading etc. When linking to those pages there will be detailed instructions, important documents, teacher examples, and sometimes teacher videos that provide more information. There is a “Wednesday Work” page that explains what students should be working on that day since there will only be one short morning meet on Wednesdays.

GOOGLE CLASSROOM:

We will be using Google Classroom all year. I believe all the Lincoln 3rd grade classes also used this resource so I’m hoping you are familiar with this. The log-in and password should be the same as what they used last year. (The new classroom code is m3wom7d.)

Class materials will be posted on this site weekly under “Classwork.” There is also a “Stream” page where students can post questions, make comments, communicate with the teacher etc.

TECHNOLOGY:

Please specifically check out the “Room 10 Technology Info” page.

This outlines the main websites we will use and what the purpose is for each. Your child will need to know how to get to each site and how to sign in. (They will use the same user name and password they used in 3rd grade for Google Accounts.)

One of the first things I plan to do (August 13) is to meet in small groups with all the students and find out what they are able to do with technology. Please scroll down on the same technology page to the heading “What Ellerbees Need to Know How to Do.”

This lists the top critical skills your child will need to be able to do online. Please take time to go over these with your child and make note of what s/he can do already and what s/he still needs to learn. Hopefully it will all be review as these same sites were also used in 3rd grade.

I know it’s a lot to ask but I will be depending on your help with this. I will do my best to teach these skills to my students, but nothing can replace the one-on-one time you can spend with

your child as you practice these skills. They will have time during the first 7 days of school to practice their tech skills. FYI, their **new 4th grade Google Classroom's Code is: m3wom7d**. **IMPORTANT:** If your child forgot their user ID and/or their password, just email me. I have them. Sometimes students change their password. So if the one I email you doesn't work, please let me know. We will need to reset it back to the original password.

DAILY GOOGLE MEETS:

It is especially critical that your child can log in to our Google Meet on August 13 at 8:30 am. (The URL is: meet.google.com – then use the nickname ellerbee to join.) This link/nickname will remain the same all year. They should be logged into their Google Account not via a personal email etc. FYI, we will meet at 8:30 am every school day.

REMOTE LEARNING SCHEDULE:

There is another page on my website called "Remote Learning Schedule." You will see the typical weekly schedule posted there.

Please note that the first 7 days of school (August 13, 14, 17, 18, 19, 20, 21) will NOT follow this schedule. This 7 day schedule has been temporarily posted above the typical weekly schedule. These 7 days are devoted to getting to know each other, providing exposure and support to all the technology skills and websites etc., and doing beginning of the year assessments (not graded).

You will see that your child is assigned to one of the small groups for August 13. Please help him/her to keep track of time and sign log in to Google Meet for the small group at the assigned time. They are also assigned to a Literably and assessment session on August 20. (Same Google Meet with the ellerbee nickname.)

FIRST 7 DAYS:

The assigned classwork for the first 7 days IS already posted on the website on the "Weekly Assignments" page.

This week it will mostly be about getting started on routines like independent reading and practicing math facts. There are also some beginning of the year writing assessments which are not graded. On the writing page there are details, along with some videos. But students won't work on these until I introduce the writing tasks at our Google Meets. (refer to schedule) There are also 3 projects posted with explanations and teacher examples. Everything for the 7 days is due on August 21. Assignments throughout the year will typically be due on Fridays. Some exceptions may happen.

GETTING ORGANIZED:

There is a page called "Getting Organized at Home." This will inform you of the supplies that students will need. It will also give a recommendation for how to set up a permanent space for your child to work on school assignments etc. It is very important to have a regular space that feels like "school" at home. Please figure out a way to store supplies and resources so stuff doesn't get lost. Also, since there are multiple check in times for Google Meets throughout the

day and week, please post these times for reference. I highly recommend a system such as alarms to go off when it's time to check in.

PARENT INFORMATION FORM:

Please fill out a form for me. I have put a link on the "Weekly Email" page. It will take you to a very short questionnaire to fill out. Mostly nuts and bolts questions about names and emails etc. Please fill this out ASAP. I promise it won't take very much time.

MEET THE TEACHER APPOINTMENTS:

The afternoons of August 14, 17, 18, and 19 have been set aside for "Meet the Teacher" appointments. The purpose of the meeting is for me to get to know you and learn more about your child and vice versa. This meeting is for one or both parents **AND** also for your child. We will be able to chat and also ask questions.

Please go ASAP to the class website to sign up for a time. A calendar is posted on the "Make an Appointment" page.

When you select a time, I will receive an email notification. You will also receive a confirmation email. **IMPORTANT:** This confirmation email will include a "Join Meeting" link. **Please DO NOT use this link.** Instead, please use the Google Meet link that is on that same website page. When it is your assigned time, just hit the link and pop into the meeting.

I look forward to meeting you!!!

SUPPLIES PICK UP:

There is a scheduled Supplies Pickup Time.

The 4th grade time is Friday, August 21, at 10:00 to 11:00.

This will be like the pickup times we had last year. Teachers will be in front of the school. Please drive up and stop in front of your child's teacher. It is very helpful to have a sign with your child's name and the teacher's name in the window.

BACK TO SCHOOL VIRTUALLY:

Back to School Night will be different this year.

I have front loaded a lot of information that I normally present at Back to School Night on our classroom website. Reading all that information right away will hopefully be helpful.

I posted a video on my website under the "Communication" heading. You can find it at the bottom of the "Weekly Email" page. This will hopefully help supplement all the information on the website etc. Please watch it before your appointment time.

When we meet this week per our scheduled appointments, please feel free to ask follow-up questions.

STUDENT EMAIL:

It is important for your student to have an email account this year.

My recommendation is that you set up a second email gmail account for yourself. The idea is for this account to be shared with your child. That way it will be under your supervision at all times, and you will also be able to read any communication I send to your child. You do not need to use their real name for the email address but it is helpful to choose something easy for

me to remember. You can, of course, even opt to not give the password to your child so they can't access it without your supervision. Security is important.

I will use this email to send links, answer student questions, provide information about the week etc.

WELCOME VIRTUAL ASSEMBLY:

On the first day of school, Mrs. Kropp is planning a welcome "assembly." She is sending the link home to all families. Here it is, just in case you need it: meet.google.com/hzd-kyxy-bdk

Our time will be August 13, at 11:00 am. We will have finished a group meet and already be started with our small groups. But at 11:00, all Ellerbees need to stop what they're doing to join Mrs. Kropp. Then the small groups will resume at 11:30. (Groups are listed on the website on the First 7 Days Schedule pdf posted on "Remote Learning Schedule" page.)

Thank you so, so much for reading this overly long email. I know that it probably feels like an information overload! But in our new normal, communication has become even more important!

Please feel free to email me any time. I'm happy to provide clarification and answer questions.

I'm excited to meet your child!

Ruth