

Dear Parents,

Wow! We made it through the first 7 days!

I want to first mention how much I am enjoying getting to know your kids. They are full of personality! I can already see how kind and helpful they are. Even though we are getting used to a lot of new stuff, they are working hard, and I am so proud of them!

So, here is all the stuff you need to know. Don't laugh...somehow I wrote too much again!

#### TURNING IN WORK

Every teacher does things differently. I do use Google Classroom to post materials for the students. For example I just posted a Mistakes that Worked assignment in Classwork. However, I do NOT want students to submit work via Google Classroom.

Instead we do one of 2 things:

1. When a student creates a Google Doc/Slide, it needs to be shared with me as an editor. That way I automatically get a notification and can view the latest version. Because of that, it is better to share it right away and not wait until it is finished.
2. Do an assignment on paper and then take a picture of it. This picture should be emailed to me using their own personal email. Please do not use the CUSD "email" as it is not active for actual emails.

#### SAVING GOOGLE DOCUMENTS

Google Documents must be saved correctly. I am dealing already with hundreds of emails and assignments. It is critical that students save them correctly. I have had to spend lots of time trying to figure out who sent the document and/or what the assignment actually is.

Therefore, it is very important that documents are saved correctly.

They must follow this format: Name Subject Specific Title

For example:

- Bob narrative beach adventure
- Suzie project grammar ninja

I have also outlined this on the website on our new Announcements page.

#### MATH ASSIGNMENTS

We spoke about this last week. But just as a reminder, math work from the book must be completed the day it is assigned. I provide work time every day after our lesson. This is because the following day, we will grade the paper together. AFTER your child corrects the paper in red ink, s/he will take a picture of it. Then it should be emailed to me that same day.

FYI, Friday math will be graded together on Mondays.

#### GOOGLE MEET AND CHAT

When we are meeting during the day, it is a time to listen to lessons and ask questions etc.

Students may use the "chat" feature to ask questions, post links related to our discussion, and even note that they are leaving to use the bathroom.

They may NOT use the chat to write random comments. Sometimes students are posting comments about video games, writing random symbols, telling jokes, or posting colored shapes etc. This is not appropriate and it is very distracting.

Please talk with your child about this and why it is not okay. I have discussed this every day repeatedly and it is still happening. I have told them that I will start contacting mom and dad if it continues. Let's use the chat in a productive and appropriate way. I really appreciate your support!

#### STUDENT EMAILS

All the students have created their email. Hooray! And they are using it to submit work. Double Hooray!

This is something new for many of the students. I use their emails to reach out to them and ask questions. Sometimes I will also send group emails to the class with important information. So, it is **important for them to check their email every day**. Please make sure that their emails are set up with notifications. And also, please remind them to check their email every day. It takes awhile for it to become a habit. I usually just tab mine and then it is easy to check. Since it is a shared email with you, it will also be easy for you to check it. I really appreciate this!

#### MATH FACTS

We are still getting used to the daily math facts practice.

As you know, the students do 2 practice sheets a day. At the end of a typical week they will have done 10. These should be checked for accuracy. Only correct answers will count.

Then please fill out the Math Practice Cover Sheet. This sheet records how many problems they finished within their goal time and then is signed by you.

This is due at the end of the week. You can send it on the weekend. The latest date to email me with it is Monday.

I know we are getting used to the routine. Currently, 10 students have submitted the signed cover sheet. Please doublecheck with your child. If I got it, I replied. That is how you can always tell if I received an emailed assignment.

Starting next week, some students will move to a 2 minute goal.

#### ISLAND OF THE BLUE DOLPHINS

We are beginning our mentor text this week. We will be reading it together. It is very important for students to actually underline parts and also stick post-its on pages with their thinking.

Because of this, it is ideal to have an actual book. If you prefer to do so, please go ahead and order the book online. However, this is not required. I have a pdf version posted on our website. It is important to download this and actually print it out instead of just reading it on a device. They need to have this text with them each day when we meet for reading.

#### ANNOUNCEMENT PAGE

I have created a new page called Announcements. Please check this regularly as I will be posting things at random times. Thanks!

#### WEDNESDAY WORK

We talked about how Wednesday is actually what I think of as Wacky Wednesday! LOL! It is important for your child to check each week what is posted. Most of the day is independent work time. And, it's a great day to catch up on assignments. Also, there will always still be routine work such as math facts and iReady to do. There will also be random things posted each week. It could be videos, art, optional activities, or a required project.

#### MUSIC

I think everyone attended music class on Thursday at 10:00.

Just a reminder that in order to participate in the class, students go to [meet.google.com](https://meet.google.com). Then, when joining the Meet they type in the code: coopermusic20-21. All lower case and no spaces. Don't forget the dash.

#### PE

I think we are starting to figure out PE. Hooray! Everyone should have joined Coach Dye's Google Classroom. Right before PE, he will upload the link for students to use. On Monday, it will link to a livestream video. On Friday it will link to a Google Meet session. He also will post assignments on his Google Classroom.

#### WE CAN ALWAYS MEET

I loved meeting all of you last week! I want you to know that we can continue to meet throughout this long distance learning time. I have a page up called Request a Meeting. On the banner is the link you will use. All you need to do is email me and I will confirm. Let's stay connected.

#### DROP IN TIME

At the end of the day for the last hour (from 2:00 to 3:00) is a drop in flexible time. This is a time for students to drop back into the Meet to ask me questions about their work or just talk. I will be live during this time. No appointment necessary!

Whew! I think I am finished! Thank you for your patience!  
Please feel free to connect with me.

Stay safe!

Ruth