



PARENT ORIENTATION AUGUST 24-27, 2020

Our Principal and Assistant Principal



Mr. Eric Cooper

Principal

CooperEH@scsk12.org



Mrs. Latonja Robinson

Assistant Principal

RobinsonL1@scsk12.org



2020-21 Virtual Bell Schedule

- 8 - 9:25 (Period 1, Period 2)
- 9:30 - 10:55 (Period 3, Period 4)
- 11 - 11:30 (Lunch)
- 11:35 - 1:00 (Period 5, Period 6)
- 1:05 - 2:30 (Period 7, Period 8)
- 2:35 - 4:00 (Period 9, Period 10)

Monday/Wednesday- Odd # Classes

Tuesday/ Thursday- Even # Classes

Friday- Intervention for all classes (Students will receive an email from his/her teacher by COB on Thursday if he/she does not need to attend Friday intervention.)

Please Note: Once traditional schooling begins, the traditional times of 7:15-3:15 will resume.





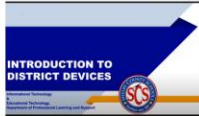



**Operating Student Email and
Microsoft Teams**

Accessing Microsoft Teams

- Please see the link below to view pre-recorded device training sessions for parents that you can review at anytime.
- There are also many videos that show students essentially everything they need to know to get started with Microsoft Teams including how to access student email.
- <http://www.scsk12.org/accessforall>
- We have also uploaded these courses to our Manassas High School website (Google: Manassas High School website). At the top of the website, Click parents, then our parents. The videos will then appear.



Pre-Recorded Training Sessions

 <p>Introduction to District Devices This session will provide an overview of SCS Policy 2013, related to protocols and procedures for devices utilizing Microsoft TEAMS.</p>	 <p>Supporting your Student with Microsoft Teams Microsoft Teams is the primary platform teachers will use for live instruction. Learn how to access the system and all of its features.</p>
 <p>SCS Digital Device Program (Part 1) This session explains how parents can access various levels of support from central office and schools.</p>	 <p>SCS Digital Device Program (Part 2) This is a continuation of part 1 regarding how to access support from central office and schools.</p>



Parent and Student Expectations for Virtual Learning

Parent Expectations



- Parents should familiarize themselves with the following policies to assist with communicating behavioral expectations to students:
 - SCS Policy 6022- Student Conduct
 - SCS Policy 6026- Discipline Appeals
 - SCS Policy 6046- Bullying

**THESE POLICIES ARE AVAILABLE UNDER PARENT/ STUDENT
RESOURCES TAB ON THE SHELBY COUNTY SCHOOL'S WEBSITE:
SCSK12.ORG**



Parent Expectations Cont'd



- Parents should communicate regularly with teachers and administrators regarding the status of their students and work collaboratively with employees to develop behavior support plans, especially if misbehavior becomes a concern.
- Parents should ensure that students wear appropriate dress that does not distract from the virtual learning process. Inappropriate attire including but not limited to the following are prohibited: clothing with profanity; derogatory terms; racial slurs; sexual content; and clothing that is transparent or overly revealing. School uniforms will not be required for virtual schooling.
- Parents should make every attempt to provide appropriate working stations /settings with minimal distractions for students (i.e., isolation, quiet areas).
- Parents should consult with the Office of Student Equity , Enrollment, and Discipline by calling (901-416-6007) for additional discipline guidance , requests for formal due process and support regarding the implementation of behavioral plans.



Additional Supports for Parents



- District Officials and Managers from the Office of SEED will be on standby to provide ongoing consultations and guidance to parents and administrators when dealing with virtual behavioral incidents.
- Due Process is still required in all instances and appeals can be held for individuals disputing discipline consequences.



Student Expectations



Students must maintain virtual settings and behaviors that are conducive for instruction and to minimize distractions.

- Working stations must be free of foreign objects that are not being utilized for instruction.
- The recording device being used for instruction must be positioned to allow teachers to observe both the working space and student—especially during testing.
- Eating and drinking are not allowed during virtual courses. This is hazardous to electronic devices and can be distracting during courses.
- When possible, students are expected to work in areas that are isolated from other individuals and pets. If circumstances exist that do not allow complete seclusion, the parent will need to share this information separately with the instructor. Instructors will only require what the parent can reasonably provide.



Student Expectations Cont'd



- Additional electronic devices should not be kept or used within the visible working area, unless they are being utilized for instruction/are teacher approved. This includes the use of speakers, phones, earphones and other devices that may provide distractions from teacher-led instruction.
- Students will follow daily guidance from their teachers regarding best methods of communicating and participating during virtual schooling. Instructions regarding when and how to interact verbally and how to use audio and camera options will be dependent on the design of instruction and direction of the teacher.



Student Expectations Cont'd



- Students are to wear appropriate dress that does not distract from the virtual learning process. Inappropriate attire including but not limited to the following are prohibited: clothing with profanity; derogatory terms; racial slurs; sexual content; and clothing that is transparent or overly revealing. School uniforms will not be required for virtual schooling.
- Students should refrain from engaging in any of the behaviors identified in SCS Policy 6022 while engaged in virtual schooling. ***Traditional school rules and behavioral expectations still apply. Behavior that is disruptive to the virtual school setting will be addressed using progressive discipline measures.***
- Students are to remain positively engaged in instruction and participate.



At Manassas, Our Tigers Will R.O.A.R

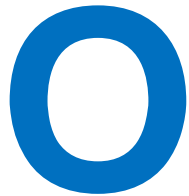
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Responsibility

- Follow instructions
- Wait for your turn to speak or contribute
- Use the raise your hand feature
- Minimize distractions
- Utilize chat features appropriately



At Manassas, Our Tigers Will R.O.A.R



On-Task

- Log in on time
- Be present/actively engaged
- Organize your materials
- Set daily goals
- Make yourself visible
- Have a backup plan if you get disconnected



At Manassas, Our Tigers Will R.O.A.R

A

Achievement

- Complete tasks on time/Stay on top of assignments
- Be prepared
- Complete preparation work
- Reach out to the teacher for help
- Share and collaborate
- Write in complete sentences
- Create a schedule/space to complete assignments
(something about time and space management)



At Manassas, Our Tigers Will R.O.A.R

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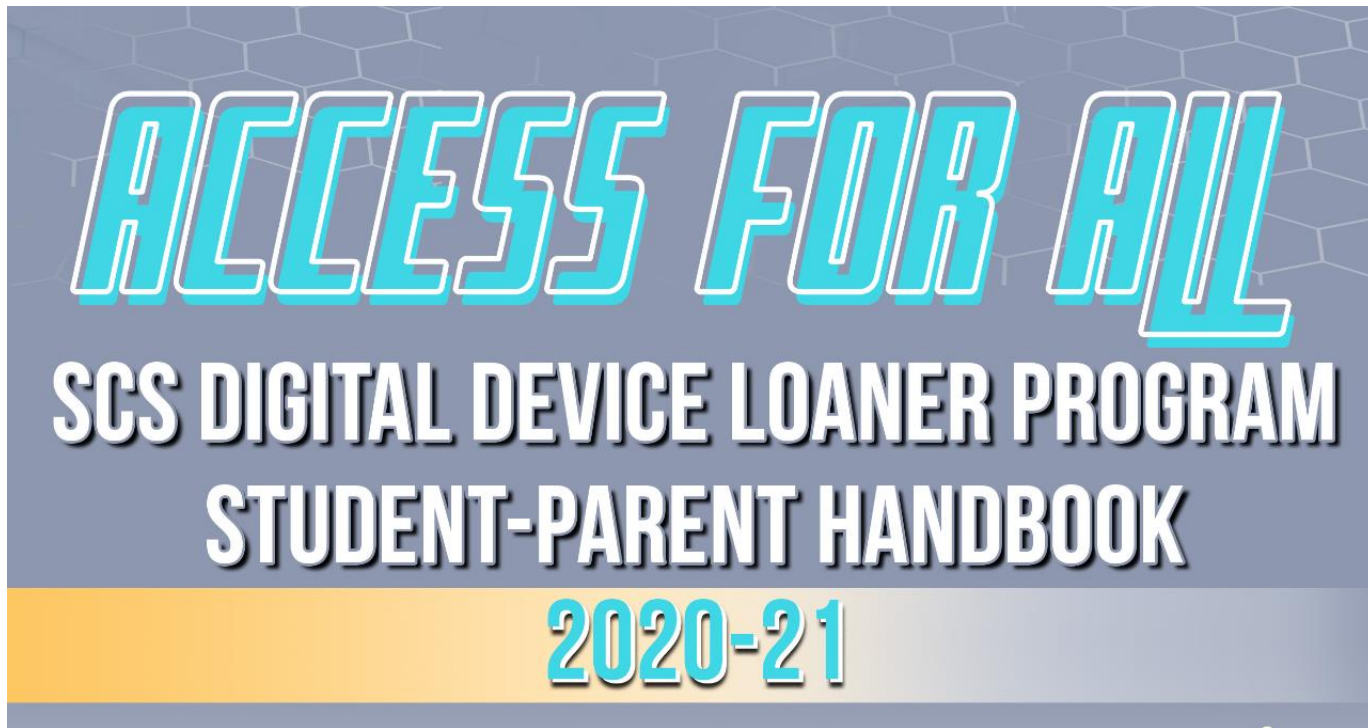
Respect

- Mute microphone when others are speaking
- Respect others' perspectives
- Use kind words
- Use proper text etiquette (i.e., ALL CAPS, bold, Italics, sarcasm/jokes, etc.). Can be misinterpreted in a digital space
- Help each other during group assignments and in designated meeting rooms
- Resolve conflict peacefully



Summary of Student Device Expectations?

- <http://www.scsk12.org/accessforall/files/2020/DIGITAL%20DEVICE%20LOANER%20HANDBOOK.pdf?PID=1684>





Meal Distribution for Students

Meal Distribution During Virtual Learning



- SCS schools will distribute multi-day breakfast/ lunch packs two days a week at each campus. Breakfast/ lunch packs will need to be refrigerated/re-heated. These packs provide students breakfast and lunch for five days. Serving multi-day breakfast/lunch packs will safely limit the number of interactions families are having at each school campus.
- Lunch distribution will be conducted curbside and strong safety measures will be in place.



Meal Distribution During Virtual Learning



- In the upcoming weeks, SCS will provide a link to a meal distribution survey on their website. This survey will ensure enough meals are prepared along with special diets being accounted for. Hard copies of this form will also be available at each campus upon request. It is extremely important that families submit/turn-in these forms each week.
 - Need Child Name, DOB, Student ID, School Name
 - Need Parent/Guardian Contact Name and Phone
 - Sign verification/disclaimer statement
 - Accuracy of information provided
 - Agreement to properly store (freeze) and prepare meals per instructions provided
- One staff member will collect lunch paperwork and place number on car, and one staff member will place meals in trunk.



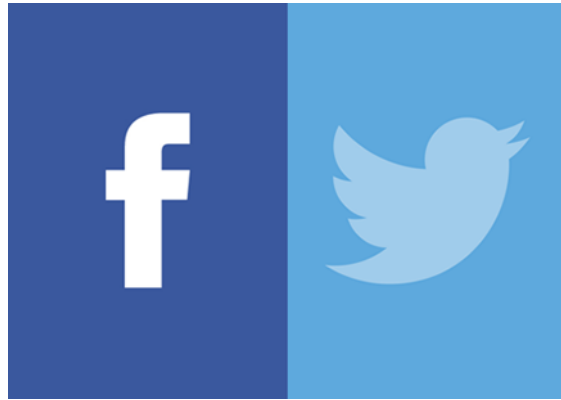


School Communication

Messenger, Text and Email

- The principal will make high priority announcements via phone messenger.
- The principal will make moderate announcements via text or email.





For general information, please visit our Manassas High School website, and follow us on Facebook, Twitter and Instagram at the links shown below.

Google: Manassas High School website

Facebook: Manassas High School

Twitter: Manassas HS

Instagram: Manassas HS



VIRTUAL OPEN HOUSE NIGHT!



- **THURSDAY, AUGUST 27th at 6PM**
- Please go to the Manassas High School Website to receive the Zoom Meeting link.
- Any wonderings that you have will be addressed along with student virtual schedules.



Further Questions?



If you have further questions, please contact
Manassas High School at:
901-416-3244

