

# Damascus High School

## Continuity of Learning: Schedule Framework

DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
ALL PERIODS	PERIODS 1-4	PERIODS 5-7	PERIODS 1-4	PERIODS 5-7
<p>Teachers will send content, instructions, guidance, and assignments to students via pre-recorded video, Google or myMCPS Classroom, Screencastify, presentation, or email. Graded assignments due on Sunday or another flexible date.</p> <p>Teachers can also present content synchronously on school-created schedules or facilitate student collaboration.</p> <p>Teachers grading/planning time.</p> <p>Teachers available via email or platform.</p>	<ul style="list-style-type: none"> <li>● <b>Morning:</b> <ul style="list-style-type: none"> <li>○ Student independent work, teacher planning, collaborative planning, school and parent communications, special education and related services. This also attempts to balance demands on families with elementary students who will be working in the morning.</li> <li>○ Special educator/case manager/paraeducator supports available.</li> <li>○ Related services as appropriate and agreed upon between parent and provider</li> </ul> </li> <li>● <b>Afternoon:</b> <ul style="list-style-type: none"> <li>○ Opportunities for students to check-in will be during the designated DHS “office hours” listed below. Platforms such as Zoom, Google, and email exchange to check for understanding, reteach, unscramble confusion, and provide student support.</li> <li>○ All students with IEPs should have scheduled times with case managers and special education teachers and/or paraeducators to work on IEP</li> </ul> </li> </ul>			
	DAY 2	DAY 3	DAY 4	DAY 5
	PERIODS 1-4	PERIODS 5-7	PERIODS 1-4	PERIODS 5-7
	<b>Period 1: 12-12:45 pm</b> <b>Period 2: 1-1:45 pm</b> <b>Period 3: 2-2:45 pm</b> <b>Period 4: 3-3:45 pm</b>	<b>Period 5: 12-12:45 pm</b> <b>Period 6: 1-1:45 pm</b> <b>Period 7: 2-2:45 pm</b>	<b>Period 1: 12-12:45 pm</b> <b>Period 2: 1-1:45 pm</b> <b>Period 3: 2-2:45 pm</b> <b>Period 4: 3-3:45 pm</b>	<b>Period 5: 12-12:45 pm</b> <b>Period 6: 1-1:45 pm</b> <b>Period 7: 2-2:45 pm</b>
	<p style="text-align: center;">* Meal service from 11:00 am - 1:00 pm; please keep in mind that flexibility may be necessary for some students and families during this time period.</p>			

**Considerations:**

- The schedule reflects suggested times to help maintain structure for students and not have classes overlap.
- Secondary “office hours” for students should occur in the afternoon. Note that the morning provides time for student independent work, teacher planning, collaborative planning, school and parent communications, special education and related services. This also attempts to balance families with elementary students who will be working primarily in the morning.
- The schedule reflects suggested times to help maintain structure for students and not have classes overlap. The times can be adjusted to meet the needs of schools and staff. These schedules (in a five day week) show at least two “office hours” per week.
- Specific office hours for each teacher will be coordinated at the school level and clearly communicated to students and parents, and monitored.
- All students with IEPs will have scheduled times with case managers and special education teachers and/or paraeducators to work on IEP goals.
- Collaborative planning time among teachers, special education teachers, ESOL teachers, and other supports will be based on existing class periods, team routines, and personal availability.