

Dear Parents/Guardians,

Thank you for your patience in allowing us time to develop protocols to begin this school year online. We are excited to be back at school and have been working hard to provide quality online instruction as we start with remote learning. Outlined below is pertinent information as we approach the first day of school.

Canvas – Canvas is our learning management system that all McCullough Junior High students and teachers will use for remote learning as well as a side-by-side for traditional in-person instruction. These courses will be live and accessible on the first day of school, August 12th.

Canvas Help - Conroe ISD will have a Technology Help Desk to assist teachers, students, parents, and guardians with Canvas, Parent Access, and Student Access. The Help Desk is available on weekdays beginning Monday, August 10th, from 7:30 a.m. until 9:00 p.m. You may reach the Help Desk by emailing help@conroeisd.net or calling 936-709-7658. Canvas users can also click the 'Help' button prior to logging in for assistance. There are also several short help videos available in English and Spanish at <https://www.youtube.com/playlist?list=PLIi1F-ufc9PkyVYgo8Ioi8N9jEgCmRcs->

First Day of School, August 12, 2020 - Because all CISD students are starting this school year online we are adjusting our first day procedures. Students will need to sign in to Canvas on August 12th and complete an assignment or task in order to be counted present on the first day of school. Students that do not complete this process will be counted as a “no show” and may be dropped from the student system. Students that have been dropped will lose access to the district learning programs and will need to re-enroll. Students will want to make sure they can access the SSO (<https://sso.conroeisd.net>) where they will find Student Access and Canvas.

First Day Activity – Our teachers have created a “Get to Know You Choice Board” activity that students can complete prior to the first day of class if they wish to get an early start on it. This will be the first assignment that they will be asked by each teacher to submit in Canvas. Students only have to do the assignment once, but will submit it multiple times to each teacher. Teachers will provide instructions in their Canvas course on how to submit the activity. This activity is attached to this email and can also be found on our website at <https://mccullough.conroeisd.net/>

Daily Attendance Virtual/Online – Students must engage online in their Canvas courses daily in accordance with the Red and Green Calendar. Thus, students are required to engage online in a maximum of 4 classes per day.

Schedule August 13th through 28th – We have developed a schedule (attached below) that will be used by our departments after the first day of school through Friday, August 28th. We have adopted an asynchronous remote learning schedule in which students can access their Canvas courses at any time during the day to find their teacher’s online lessons. Built into the day is time for teachers to be available for optional synchronous learning. Synchronous learning means that students can tune in live via Zoom or Canvas conferences to receive additional online support from their teacher in the way of tutoring. Teachers will also conduct office hours during this time

and be available for small group instruction. Attending synchronous learning opportunities is optional for students.

Zoom/Canvas Conferences Etiquette – Attached to this email is a document on expected etiquette for student behavior while interacting with their teacher and other students online. Following these guidelines will make our online instructional opportunities safe and productive.

Open House – McCullough will host a virtual Open House. Our teachers will share brief videos posted under the button titled “Course Introduction Video” on their Canvas course homepage. These videos provide an opportunity for teachers to introduce themselves and describe key elements of their course expectations and other pertinent information. The videos should be available for students and parents beginning August 12th.

Meal Availability During Online Instruction - Beginning Thursday, August 13th, breakfast and lunch meals will be available *curbside* for students to purchase or free to students who qualify. After August 12th, meals are no longer free to all students. Meal prices and the free and reduced meal application are available on the child nutrition website:

<https://www.conroeisd.net/department/child-nutrition/>

- Meals will be distributed on Tuesdays and Thursdays - 10 a.m. until noon. Multiple meals will be distributed on pick-up days -

Tuesday: 2 breakfast meals/2 lunch meals

Thursday: 3 breakfast meals/3 lunch meals

- Curbside meal pick up will be at the front of the building near the front office.
- A student meal card located in Parent Access must be presented to scan and identify the student when meals are picked up. This can be printed on paper or presented electronically on a phone. A Student ID with a barcode will also work.
- No change will be made for cash transactions - any change will be applied to the student's meal account.
- Pre-payments can be made at www.myschoolbucks.com

PSAT 8/9 - We will be administering the PSAT 8/9 Exam to 8th graders the week of October 13th. A test will be ordered for all in-person traditional learners. If your student is a remote learner but would like to participate in this exam, please click on the link below and complete the google form by August 12th. This exam is administered in person and would require remote learners to come into the building to take the exam in a classroom with other students who will be distanced as best as possible. More details will be available near the end of September.

https://docs.google.com/forms/d/e/1FAIpQLSdiETXgvz0HUOvH-t_o_LFAWfu627WaFchjALPAasIRV_O8A/viewform?usp=sf_link

Student Council – A student council is a group of student leaders who work in conjunction with an adult advisor and others to impact their school community. This, in turn, impacts their city or town, which impacts our state, which impacts our country, which changes the world. At the junior high level, we still focus on citizenship, scholarship, leadership, human relations, and cultural values.

The way we do this is by participating in campus activities, promoting positivity on and outside of campus, and beginning to develop ourselves into future leaders.

- For those interested in joining, please fill out the form listed below:
<https://forms.gle/dvh715qxWyjhhLBYA>
- For questions regarding the form or other Student Council related inquiries, please contact Cailyn Dougherty at cndougherty@conroeisd.net.

Yearbook - Given the unique circumstances of virtual learning, the McCullough Yearbook staff encourages parents to digitally submit photos of their students throughout the year by using the Balfour ImageShare App. The app can be downloaded through the iTunes App Store or through Google Play. Use the McCullough Junior High School **code:109116**.

Student editors will select photos to be used in the 2020-21 yearbook. To be considered, please include your child's first and last name and grade level as well as a caption about what they are doing.

Upcoming submission ideas include photos of:

- what your student or family did during the summer
- the first day of school
- your child in their home learning space
- extracurricular activities such as practicing an instrument, shooting hoops or even cooking with a parent/guardian
- a home class photo - this could include siblings and/or pets (please be sure to include each subject's name)

Be creative! Despite the distance between us, we are still a Highlander family with a story to be told. Thank you for your help as we embark upon an unprecedented year and yearbook!

Again, thank you for your patience and support as we navigate these challenges. Our teachers are working hard to prepare for our students to enter or return to McCullough. We are looking forward to working with your children to provide a positive learning experience. If you have any questions or concerns please contact us.

Sincerely,

Jill Houser
Principal