ONLINE LEARNERS
MS STUDENT GUIDE

The Baldwin School
How will we bring school...

from here

MacBook
- to run Zoom
- to show content using slides, etc.

Webcam
- to enhance audio and video that we bring into Zoom for our online learners

SmartBoard or TV
- to display material for students in our classrooms
- to bring audio and video from online learners into the classroom
YOUR DAILY SCHEDULE

Your schedule for the day will follow the schedule you will find on Blackbaud (log in to the Baldwin website to view).

Important to know

- No homeroom in the morning
- Attendance for the day will be taken in your first class each day, if your first class of the day is 1st or 5th period, you'll need to be on Zoom by 8:30am.
- Attendance will also be taken in each of your classes, throughout the day.
- In order to be marked present and on time, you will need to be on Zoom by the time the class begins.
All teachers will use Google Classroom as the starting point for class materials.

Here you'll find clear due dates and expectations for all assignments.

The night before each class, teachers will post Zoom links and other materials you'll need for the next day.
Many questions will be answered by your teachers during the first few days of school.

You will learn about:
- the Google Classroom page
- the Zoom link to join the class session
- teacher office hours
- making appointments
WHO'S WHO, AND WHAT DO THEY DO?

✅ Your Grade Dean
Ms. Doherty (6)
Ms. Alvarez-Spychalski (7)
Ms. Zemaitis (8)

✅ Your Learning Specialists
Ms. Awal-Beirne, Ms. Triebenbacher

✅ Your Counselor
Ms. Koster
WHO'S WHO, AND WHAT DO THEY DO?

Your Advisor

- **Grade 6**
  - Ms. Koster
  - Ms. Moser
  - Mr. Phillips
  - Ms. Weidler

- **Grade 7**
  - Ms. Addis
  - Ms. Konopka
  - Mr. Lilholt
  - Ms. Sugarman

- **Grade 8**
  - Ms. Friedman-Way
  - Ms. Keshishian
  - Mr. Potten
  - Ms. Wiley
Teachers will work with online learners at the start of the year on the best way to participate in class. Some classes will use Zoom's hand raise function, while other classes will ask students to unmute themselves to participate.

Your teachers will be working to engage online learners in classroom discussion, small group work, and all of the other activities going on in the classroom.

Be involved, speak up, and take an active role in your learning.

If you can’t hear your teachers or in-person classmates, let the teacher know, early on.
If you are working in a shared workspace, earbuds or headphones will help minimize background noise so that you can focus on your school experience. Using earbuds or headphones with mics will also help improve the sound quality when you join the conversation in class.

You will need to remain muted unless you are speaking, to ensure background noise is minimized for your classmates.
What if you need to meet with a teacher?

- Your teacher will let you know his or her office hours.

- Your teacher will let you know how to make appointments - this may be via Calendly or email.

- When in doubt, reach out! Don't wait for the teacher to come to you.
You will find fitness activities in your PE Google Classroom.

Stay fit and use this time to get outside and take a break from your computer screen!
ACTIVITIES OUTSIDE OF CLASS

Students on campus will be using Zoom to join assemblies and other larger gatherings and cross-grade meetings for clubs, etc., so you can too!

Zoom links will be provided and many people will be Zooming in.
GETTING TECH HELP

Classroom teachers will provide basic instructions for Zoom sessions and tech tools, and will have direct access to our tech team if any questions arise during class.

For additional assistance with tech for online learners, contact technology@baldwinschool.org

Please include the following in your help request:
• Description of issue or request
• Best date/time for assistance
STAY CONNECTED

Keep up with School communications, so that you know what is going on on campus, and you are up-to-date with any changing information.

Read the weekly announcements, and check the Baldwin website regularly.

But if you do not find answers to your questions, email your advisor or Class Dean for assistance.
WHAT'S GOING ON, ON CAMPUS?

Should you choose to return to campus for in-person learning, we ask for at least 3 days' notice so we can be sure we are ready to welcome you back to campus.

Be sure you know all of the new protocols on campus:

- Masks are worn all the time (unless outside, more than 6 feet apart and your teacher tells you it is ok)
- Magnus app check-in due every morning by 7:30 am
- Know your designated grade entrance
- Social distancing indoors and outside
- Hand-washing procedures
WE'RE ALL LEARNING TOGETHER

This is a learning experience for everyone--you, your classmates, and your teachers.

As we work together to figure out what will work, it will require that we are all patient with ourselves and one another.