

JJMS Weekly Schedule for Assignments and Communication with Students

Individual and Small-Group meetings will be set up by the following departments: Speech & Language, ENL, Social Worker, Guidance, School Psych, Rtl

	Monday	Tuesday	Wednesday	Thursday	Friday
ELA*	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9-10am & 2-3pm	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9-10am & 2-3pm	Scheduled Extra Help on Teams or Zoom
Social Studies*	Provide Instruction and Assignment	Office Hours on Teams or Zoom 10-11am & 1-2pm	Provide Instruction and Assignment	Office Hours on Teams or Zoom 10-11am & 1-2pm	Scheduled Extra Help on Teams or Zoom
World Language	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9:30-10:30am & 1:30-2:30pm	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9:30-10:30am & 1:30-2:30pm	Scheduled Extra Help on Teams or Zoom
Science*	Scheduled Extra Help on Teams or Zoom	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9-10am & 2-3pm	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9-10am & 2-3pm
Math*	Scheduled Extra Help on Teams or Zoom	Provide Instruction and Assignment	Office Hours on Teams or Zoom 10-11am & 1-2pm	Provide Instruction and Assignment	Office Hours on Teams or Zoom 10-11am & 1-2pm
Special Education**	Scheduled Extra Help on Teams or Zoom	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9:30-10:30am & 1:30-2:30pm	Provide Instruction and Assignment	Office Hours on Teams or Zoom 9:30-10:30am & 1:30-2:30pm
UA – Tech, Art, H&C	Provide Weekly Instruction and Assignment	Office Hours on Teams or Zoom 11am-12pm & 3-4pm	Post Supplemental Instruction & Resources Office Hours Teams or Zoom	Office Hours on Teams or Zoom 11am-12pm and 1-2pm	Assignments Due & Scheduled Extra Help on Teams or Zoom
PE/Health	Provide Weekly Instruction and Assignment	Office Hours on Teams or Zoom 9-10am & 1-2pm	Post Supplemental Instruction & Resources Office Hours Teams or Zoom	Office Hours on Teams or Zoom 9-10am & 1-2pm	Assignments Due & Scheduled Extra Help on Teams or Zoom

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Music	Provide Weekly Instruction and Assignment	Office Hours on Teams or Zoom Teachers will Post Office Hours based on Grade and Instrument/Section	Post Supplemental Instruction & Resources Office Hours on Teams or Zoom	Office Hours on Teams or Zoom Teachers will Post Office Hours based on Grade and Instrument/Section	Assignments Due & Scheduled Extra Help on Teams or Zoom
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*Teaching teams may have alternate plans if they have already developed a system that is working.

**Special Education teachers follow this schedule for any Resource & Learning Lab classes. All co-taught and self-contained classes will follow the core subject.

Provide Instruction and Assignment: New learning and assignments will be posted by the teacher by 9am.

Office Hours: Time when teachers are available for direct contact for the purposes of: clarifying directions, answering questions, conferring about student work, and/or re-teaching content according to individual students' needs. *Students should email their teachers to set up another time if the times in the schedule do not work and the student needs to check in with the teacher.*

Scheduled Extra Help: Teachers will send a specific invitation to students for a Zoom/Microsoft Teams/Phone meeting ONLY if there has been no contact/submission of work OR student has demonstrated a need for a check-in.