

## Preschool Virtual Teaching Schedule

This schedule should be followed each Monday-Thursday

Time	Activity	Description	On/Off line
8:30am-9:30am	Prep/ Common Planning time w/ Paraprofessional	<ul style="list-style-type: none"> <li>Teachers and paras' prep for lessons / attendance/respond to emails</li> <li>Teachers will use this time to be sure all DLL/SPED support materials and technology tools are working. All virtual documentation is uploaded</li> </ul>	Off line
9:30am-11:30am	Large Group/Small Group	<p><b><u>Notes for clarification:</u></b></p> <p><i>Large group will take place on Monday and Wednesday; Small group will take place on Tuesday and Thursday</i></p> <p><i><u>2 hours of direct, virtual instruction is not recommended for a young child. The time indicated is when virtual instruction and support should take place. When developing individual schedules, please ensure that children are actively engaged in planned activities for no more than 20 minutes at a time, no more than 60 minutes in one day.</u></i></p> <p><b><u>Large Group</u></b></p> <ul style="list-style-type: none"> <li>Teacher and paraprofessional will facilitate the activity. The teaching team will determine logistics.</li> <li>In order to meet the needs of our students, <u>it is recommended that this time is split into two-three different groups.</u> This is not required but recommended in order to support each student's needs.</li> <li>Large groups should consist of songs, welcome messages and some sort of movement activity, poem, or finger play.</li> <li>Wellness check</li> <li>DLL/SPED support-<i>must use visuals and or props</i></li> <li>Teachers will virtually engage children large group time via google classroom</li> </ul>	Online/ live instruction

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		<ul style="list-style-type: none"> <li>• Visuals and or props will be readily available</li> <li>• Closing song to indicate an end to the activity</li> <li>• Announce what to expect for tomorrow</li> </ul> <p><u>Small Group</u></p> <ul style="list-style-type: none"> <li>• No more than 5 children in each group</li> <li>• One group will be facilitated by the teacher, one group will be facilitated by the paraprofessional. During the third group, both staff will be present to support learning. The logistics of this group will be determined by the teaching team,</li> <li>• Children will engage in a pre-planned small group activity.</li> <li>• Activities will <b>NOT</b> require families to purchase materials but will instead consist of objects that can be found in nature or the child's home environment.</li> <li>• Lessons will be created by teacher</li> <li>• Teachers will virtually engage children small group time via google classroom</li> <li>• Teacher or para each will read to the children</li> <li>• Live virtual interactive reading will be conducted by teacher and or para</li> </ul>	
Pre-Recorded	Large Group Read Aloud	<ul style="list-style-type: none"> <li>• Should be pre-recorded and posted to Google Classroom</li> <li>• Children/Families can access at any time</li> <li>• Books selected should be developmentally appropriate, high quality early childhood literature</li> <li>• Both the Teacher and Paraprofessional can record</li> </ul>	Online/ Pre-recorded
12pm-12:30pm	Lunch Time		Off line

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<b>Teachers</b> <b>12:30pm-2:30pm</b>	<p>Lesson Planning</p> <ul style="list-style-type: none"> <li>Teachers will revise or modify lessons/ create lesson plans utilizing Creative Curriculum Study Guidance</li> </ul> <p>Lesson Prep</p> <ul style="list-style-type: none"> <li>Prepare materials, etc. for the next day's lessons</li> </ul> <p>Individual Parent Meetings</p> <ul style="list-style-type: none"> <li>Teachers will meet with individual families to discuss needs and child progress</li> <li>Teachers can meet with children individually to support them in completing work and with any Social &amp; emotional needs that they may have</li> </ul> <p>District Meetings</p> <ul style="list-style-type: none"> <li>Teachers will attend district meetings, as needed/requested</li> </ul> <p>Attendance</p> <ul style="list-style-type: none"> <li>Attendance will be taken for children who attended online activities. If children did not attend they will be marked absent</li> </ul>	<b>Students</b> <b>12:30pm-2:30pm</b>	<ul style="list-style-type: none"> <li>Children will complete follow-up activities assigned by the teacher/staff.</li> <li>Activities will be project - based (active) and can be completed at the pace of the child's family.</li> <li>Remember to encourage play, as it is an essential component to a young child's development.</li> </ul>	<b>Off line</b>
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	Assessment Input <ul style="list-style-type: none"> <li>Enter any needed assessment data into TSG (if applicable)</li> </ul>			
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### Friday

<b>Teachers</b>	<ul style="list-style-type: none"> <li>Teachers will meet individually with families to discuss child progress, needs (Social and Emotional, needed family support, etc.). Teachers will access district staff to support families if/when needed.</li> <li>Teacher will plan and prepare for the next school week. Lesson plans will be submitted by close of business each Friday.</li> <li>Attend any needed meetings</li> <li>Develop pre-recorded lessons (if applicable)</li> </ul>	<b>Depending on Need</b>
<b>Students</b>	<ul style="list-style-type: none"> <li>Families will utilize this day to make-up any work missed throughout the week.</li> <li>Families will have the ability to meet with teachers and other needed district staff.</li> </ul>	<b>Depending on Need</b>