



**English 3 and 4 Through ESOL**

# Distance Teaching and Learning

## During School Closure



1. You will find all lessons and assignments posted on the ***Microsoft Teams*** platform.
2. Lessons and assignments will be posted for each class according to the A / B calendar.
3. Lessons and assignments have been designed so students can work at their own pace and during their preferred daily schedule.

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4. Assignments are due on the listed due date.
5. Late work is accepted ***anytime*** during the quarter with no penalty.
6. Students will be sent assignment feedback and have their earned grade posted in the grade book within 24 hours of the assignment receipt.

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7. Each student has been provided with both class chat and private chat functionality on Teams.

8. Regular communication will be through online discussions, chats, posts, and assignment feedback.



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9. Live Zoom class meetings will be scheduled through the Teams calendar.
10. Private Zoom student conferences can be scheduled as needed.



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OFFICE  
HOURS

11. Students can message me with questions anytime.
12. My office hours will be 9:00 AM to 3:00 PM Monday – Friday.
13. I will usually check the platform outside of office hours as well.
14. I will also check for messages through Edmodo.