**Welcome to virtual learning!** I hope that you all had a restful spring break and that you are ready to get back to work. I also hope that you are staying safe during this tricky time. Remember, we are all in this together! I am still here to help as much as I can, and we will get through this!

**Expectations and Guidelines:**

\*\* English and Social Studies classwork will take place on Google Classroom. You **NEED** to create a personal, appropriate Gmail account if you do not have one already in order to join. \*\* **Do not** use your James Madison email. It will not work. I will be using the following email address: [missdean2020@gmail.com](mailto:missdean2020@gmail.com) FOR ALL SCHOOL MATTERS this trimester. **Please contact me there if you have questions/concerns.**

1. Assignments will be completed on or before the posted due date. If there is a technical difficulty of any kind, please let me know ahead of time if possible.
2. Weekly assignments will be posted every Friday for the following week and can be completed at any time before or up to the posted due date. Work at a pace and speed in which you are confident and comfortable.
3. I expect each student to be doing their best to understand and grasp assignments with the limited interactions we will have. Please try your best to use the resources I provide in order to fully grasp each concept on your own.
4. When you are posting or in any way involved in either Google Classroom or Zoom, you will always uphold the JMPS Code of Conduct.
5. This is not your parents’ homework, assignment or class. I expect that you are always doing your own work.
6. If you plan to attend office hours on Zoom, you should email me by Tuesday at 11:59 pm in order to schedule an appointment and provide questions. This will help me prepare so that I can make the most out of your time.
7. When operating in office hours, please do not have anyone else in your space. I understand if you are working in a common space (for example a living room) that it might be difficult, but please do your best to limit distractions whether it be siblings, parents or pets.
8. Please remain in one location while participating in office hours. I can see your video screens and do not care much to see a tour of your house.
9. If you cause a disruption or distraction during office hours, I will remove you from office hours. This is a time to help bolster your education – not be a goofball.
10. Please come appropriately dressed when you enter the virtual classroom on Zoom.
11. If you have questions about an assignment or anything involving my classes, please direct these to my above email address. I will do my best to assist where I can. That being said, if you consistently need help on homework/chapter assignments then please make an appointment and attend office hours.
12. Remember, it is important that you are respectful and compassionate with your classmates and teachers during this time. We are all trying to make the best of a challenging situation.

Office Hours will be held virtually on Zoom Wednesday afternoons 2-3 pm. This is a free service. You will use your appropriate, personal Gmail account in order to access office hours. Remember, you must use the same Gmail address for ALL TASKS this trimester. This will help us stay organized! I will post a link to access these video calls on my webpage. You must email me by 11:59 pm on Tuesday night with questions in order to schedule your office hours appointment for the following day. I will do my best to respect your time, but I ask the same in return.

By signing, you are acknowledging that you and a parent/guardian have read and understand the terms of this agreement.

Parent/Guardian’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent/Guardian’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s PERSONAL GMAIL: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student’s Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_