



GONZAGA MIDDLE SCHOOL

Changing Lives – Fulfilling Potential

Tuesday, May 11, 2021

Dear Gonzaga Middle School families,

Under the direction of the Manitoba Government and Public Health orders and given the greater risk of transmission of COVID at this time, Gonzaga Middle School will move to remote learning effective tomorrow, Wednesday, May 12th for at least two weeks and likely until May 30th. We will continue to monitor Public Health directives and our students learning and other needs during this time.

The front office will remain open from 9:00 am to 3:30 pm. **Please remember that we are still here to support students and families during the time of remote learning.** Our Student Support Staff or other staff will be in contact with students to check how it is going and if you need to reach us please do not hesitate to call the school or email any of us. The teacher contact information can be found below the Remote Learning Table on the next page. On an “as needed” basis, we may recommend a student come to the school for additional support during this time. If that is the case, either a member of our Student Support Team or the Front Office will be in touch to make arrangements.

In preparation for remote learning, Gonzaga Middle School has created individual student school email addresses and access to the secure online classroom teaching platform, Microsoft Teams. **Teams** is a collaborative app for students and teachers to share assignments, ask questions regarding school work or connect with a teacher. Teachers will remain in contact with students throughout the weeks away.

Teachers have assisted students in setting up their devices for remote learning. Students are familiar with Teams and have used it in the past. They will also work with students on how to properly and effectively use their electronic device for remote learning. Once set up on Microsoft Teams, learning activities will be accessible to your child 24/7.

We have reinforced with all students the following digital citizenship principles:

1. Respect Yourself
 - Practice responsible behaviour while online.
 - Keep your personal password and other personal information private.
 - Use electronic information and resources in a responsible manner that supports learning.
2. Respect Others
 - Use appropriate language and communicate respectfully while using electronic devices.
 - Respect the ideas and creative work of others.
 - Protect and respect personal information of others.
3. Respect Property
 - Use electronic devices in a responsible manner.
 - In consultation with a teacher, use electronic devices in the classroom environment to support learning.

Students will be expected to attend classes each day, on time and be engaged. This includes having their camera on! The schedule for remote learning is provided below:



Remote Learning Schedule

Time	Activity	Notes
10:00 – 10:50	Literacy Groups	<ul style="list-style-type: none">• Before logging into Teams, students are expected to...<ul style="list-style-type: none">○ Gather all the supplies/materials needed for the morning.○ Check/respond to their messages in Teams.○ Check/respond to their e-mails
10:50 – 11:00	Break	<ul style="list-style-type: none">• In the 10 minutes between classes students either have a break, or work on an assignment.
11:00 – 12:00	Math/Numeracy	
12:00 – 1:00	Lunch	
1:00 – 1:30	Social Studies	
1:30 – 2:00	Science	
Evening		<ul style="list-style-type: none">• Reading time is important, please add 20 minutes of reading to your daily schedule.

Students will be active participants and remain professional, positive and demonstrate respect for others.

Rules for virtual lessons.

- Sit up in your work area and participate effectively.
- No pyjamas or blankets.
- Notifications on other devices are turned off.
- Students are to remain focussed.

lesson.

- Be ready to participate actively in the session.
- Your camera is always on when you enter a virtual lesson.
- Only the teacher will mute microphones and videos (students do not have the right to mute other participants in a virtual lesson).

Students can reach out directly to teachers via email or Teams Chat between 9:00 AM and 3:30 PM

- It's good to ask questions when you need clarification. Contact your teacher using Teams Chat or email (if using email, you are to use your Office 365 email account, not a personal account).

Reporting student absences to GMS.

- If a student is not online during classes, they will be marked absent. If you are having technical difficulties, please contact the school.



GONZAGA MIDDLE SCHOOL

Changing Lives – Fulfilling Potential

Teacher email addresses:

Mrs. Regula – iregula@gonzagamiddleschool.ca

Ms. Boyd - eboyd@gonzagamiddleschool.ca

Ms. Oakley - joakley@gonzagamiddleschool.ca

Mr. Paulic - apaulic@gonzagamiddleschool.ca

Ms. Faulkner - sfaulkner@gonzagamiddleschool.ca Office phone number: 204-949-7103

Ms. Hildebrand - lhildebrand@gonzagamiddleschool.ca Office phone number: 204-949-7104

Front Office Contact Info:

Ms. Smith – dsmith@gonzagamiddleschool.ca Office phone number: 204-949-7100

Last spring, we learned a lot about what it takes to be successful during Remote Learning. Here are some things that we know will help make sure that you're doing the best job you can.

1. Maintain good sleep habits –

- You should have the same bedtime during Remote Learning that you do during regular school.
- Waking up at 10:00 for a 10:00 class means that you'll be sleepy and hungry. Wake up at a normal time, have a good breakfast, brush your teeth, and get ready for the day *before* your classes start.
- Charge your device(s) outside your bedroom so that you're not tempted to use late-night hours as extra screen time.

2. Set aside school time for school –

- Even though you're at home, it's important to give yourself a schedule and stick to it.
- Limit other activities to breaks and your lunch time.

3. Check your e-mails and Teams messages frequently.

4. Ask your family for help in keeping you focused –

- You're a kid, and it's hard to stay focused when you have so many distractions. Ask for help from the people around you to keep your schedule and manage your schoolwork.

If you have any questions, please contact me at 204-949-7102.

Thank you,

Rachael Andrew
Principal