

The background of the image is a light gray circuit board pattern with black lines and circular components. A solid black horizontal band runs across the middle of the image, serving as a background for the text.

Richmond Middle School

Distance Learners

Tonight you will receive information on the following topics...

- SafeWare and Human Monitoring System
- Online classroom
- District Online Platform – Schoology
- Microsoft Office – Office 365 – OneDrive - TEAMS
- Technology support
- Next weeks school wide Technology Boot Camp
- Virtual Learning Agreement and WiFi Hotspots

Introductions

- 4th Grade Teams:

Mrs. Munro (ELA/SS) Ms. Charlebois

Mrs. Leach (ELA/SS) Mr. Gillespie (Math/Sci)



- 5th Grade Teams:

Mrs. Buchanan (ELA/SS) Mr. Clendennin (Mathematics/Science)

Ms. Taylor (ELA/Science) Mrs. Gillespie (Mathematics/SS)



- 4th and 5th Grade Specials

Mr. Barnes – P.E.

Mrs. Boettcher – Computers

Mrs. Durst – STEAM

Mr. Finley – Music

Mrs. Shannon - Art



Mrs. Wujcik – English Language Arts



Mrs. Clausen – Mathematics



Mrs. Miriam May, Guidance Counselor, 586-727-7552 ext. 2002

Ms. Jolie Wycinski, Social Worker, 586-727-7552 ext. 2103



- Mrs. Melissa May and Mrs. Carrie Blisset, Office Secretaries
- Mr. Anthony Birkmeier, Dean of Students/Director of District Technology
- Mr. Harold Swanger, Mr. Eric Lamont, Mr. Keith Christmas, Technology
- Mrs. Cheryl Jahr, RMS Schoology/MicroSoft Teams Guru.
- Mr. Brian Walmsley, Superintendent, Richmond Community Schools

Specials Schedule

4th/5th Grade Specials Schedule

4th Grade

Charlebois					Leach			
Mini 1	Art	400	1		Mini 1	PE	GYM	3
Mini 2	PE	GYM	1		Mini 2	Computers	601	3
Mini 3	Music	705	1		Mini 3	STEAM	412	3
Mini 4	Computers	601	1		Mini 4	Art	400	3
Mini 5	STEAM	412	1		Mini 5	Music	705	3
Gillespie					Munro			
Mini 1	Computers	601	2		Mini 1	STEAM	412	4
Mini 2	STEAM	412	2		Mini 2	Music	705	4
Mini 3	Art	400	2		Mini 3	Computers	601	4
Mini 4	Music	705	2		Mini 4	PE	GYM	4
Mini 5	PE	GYM	2		Mini 5	Art	400	4

5th Grade

Buchanan					Gillespie			
Mini 1	Computers	601	2		Mini 1	STEAM	412	4
Mini 2	STEAM	412	2		Mini 2	Music	705	4
Mini 3	Art	400	2		Mini 3	Computers	601	4
Mini 4	Music	705	2		Mini 4	PE	GYM	4
Mini 5	PE	GYM	2		Mini 5	Art	400	4
Clendennin					Taylor			
Mini 1	Art	400	1		Mini 1	PE	GYM	3
Mini 2	PE	GYM	1		Mini 2	Computers	601	3
Mini 3	Music	705	1		Mini 3	STEAM	412	3
Mini 4	Computers	601	1		Mini 4	Art	400	3
Mini 5	STEAM	412	1		Mini 5	Music	705	3

Mini 1	Sept. 8th - Oct. 30th	4th grade Homeroom is their 1st hour teacher
Mini 2	Nov. 2nd - Dec. 22nd	
Mini 3	Jan. 4th - Feb. 19th	
Mini 4	Feb. 22nd - Apr. 23rd	5th grade Homeroom is their 2nd hour teacher
Mini 5	Apr. 26th - Jun. 11th	

2020-2021 Richmond Middle School Bell Schedule

Regular Days

4th	5th	6th	7th/8th A	7th/8th B	Half Day
1st: 7:40-8:30 (H)	1st: 7:40-8:30	1st: 7:40-8:30	1st: 7:40-8:30	1st: 7:40-8:30	1st: 7:40-8:05
2nd: 8:35-9:25	2nd: 8:35-9:25 (H)	2nd: 8:35-9:25	2nd: 8:35-9:25	2nd: 8:35-9:25	2nd: 8:10-8:35
3rd: 9:30-10:20(S)	3-4: 9:30-10:50 (H)	3rd: 9:30-10:20	3rd: 9:30-10:20	3rd: 9:30-10:20	3rd: 8:40-9:05
LUNCH	LUNCH	4th: 10:25-11:20	4th: 10:25-11:20	4th: 10:25-11:20	4th: 9:10-9:35
4-5: 10:55-12:50(S)	4th: 11:20-11:50(H)	LUNCH	5th: 11:25-11:50	5th: 11:25-12:20	5th: 9:40-10:05
	5th: 11:55-12:50(S)	5th: 11:55-12:50	LUNCH	LUNCH	6th: 10:10-10:35
6-7: 12:55-2:40(H)	6-7: 12:55-2:40 (S)	6th: 12:55-1:45	5th: 12:25-12:50	6th: 12:55-1:45	7th: 10:40-11:05
		7th: 1:50-2:40	6th: 12:55-1:45	7th: 1:50-2:40	
			7th: 1:50-2:40		

H=Homeroom, S=Switch

Lunch Schedule

4th Lunch	5th Lunch	6th Lunch	7/8 A Lunch	7/8 B Lunch
10:25-10:50	10:55-11:20	11:25-11:50	11:55-12:20	12:25-12:50

Advisory Days

4th	5th	6th	7th/8th	7th/8th	Half Day
1st: 7:40-8:23	1st: 7:40-8:23	1st: 7:40-8:23	1st: 7:40-8:23	1st: 7:40-8:23	1st: 7:40-8:05
2nd: 8:28-9:11	2nd: 8:28-9:11 (H)	2nd: 8:28-9:11	2nd: 8:28-9:11	2nd: 8:28-9:11	2nd: 8:10-8:35
3rd: 9:16-9:59(S)	3-4: 9:16-10:29 (H)	3rd: 9:16-9:59	3rd: 9:16-9:59	3rd: 9:16-9:59	3rd: 8:40-9:05
LUNCH	LUNCH	4th: 10:04-10:59	4th: 10:04-10:59	4th: 10:04-10:59	4th: 9:10-9:35
4-5: 10:35-12:29(S)	4th: 11:04-11:29(H)	LUNCH	5th: 11:04-11:29	5th: 11:04-11:59	5th: 9:40-10:05
	5th: 11:34-12:29(S)	5th: 11:34-12:29	LUNCH	LUNCH	6th: 10:10-10:35
6-7: 12:34-2:05(S)	6-7: 12:34-2:05(S)	6th: 12:34-1:17	5th: 12:04-12:29	6th: 12:34-1:17	7th: 10:40-11:05
ADV: 2:05-2:40	ADV: 2:05-2:40(H)	7th: 1:22-2:05	6th: 12:34-1:17	7th: 1:22-2:05	NO ADVISORY
		ADV: 2:05-2:40	7th: 1:22-2:05	ADV: 2:05-2:40	
			ADV: 2:05-2:40		

Lunch Schedule

4th Lunch	5th Lunch	6th Lunch	7/8 A Lunch	7/8 B Lunch
10:04-10:29	10:34-10:59	11:04-11:29	11:34-11:59	12:04-12:29

2020-2021 Richmond Middle School

Master Schedule

4th grade		1	2	3	4	5	6	7
		7:40-8:30	8:35-9:25	9:30-10:20	10:25	10:55-12:50	12:55-2:40	
Charlebois	411	SCI	Special	SCI	Lunch	Math Block	Math Block	
Gillespie	408	SCI	Special	SCI	Lunch	Math Block	Math Block	
Leach	409	SS	Special	SS	Lunch	ELA Block	ELA Block	
Munro	410	SS	Special	SS	Lunch	ELA Block	ELA Block	

5th grade		1	2	3	4	5	6	7
		7:40-8:30	8:35-9:25	9:30-10:50	10:55	11:20	11:55-12:50	12:55-2:40
Buchanan	403	Special	SS	ELA Block	Lunch	ELA	SS	ELA Block
Clendennin	404	Special	SCI	Math Block	Lunch	MTH	SCI	Math Block
Gillespie	402	Special	SS	Math Block	Lunch	MTH	SS	Math Block
Taylor	401	Special	SCI	ELA Block	Lunch	ELA	SCI	ELA Block

2020-2021 Richmond Middle School

Master Schedule - Advisory Day

4th grade		1	2	3	4	5	6--7	Advisory
		7:40-8:23	8:28-9:11	9:16-9:59	10:04	10:35-12:29	12:34-2:05	2:05-2:40
Charlebois	411	SCI	Special	SCI	Lunch	Math Block	Math Block	Advisory
Gillespie	408	SCI	Special	SCI	Lunch	Math Block	Math Block	Advisory
Leach	409	SS	Special	SS	Lunch	ELA Block	ELA Block	Advisory
Munro	410	SS	Special	SS	Lunch	ELA Block	ELA Block	Advisory

5th grade		1	2	3--4	Lunch	4	5	6--7	Advisory
		7:40-8:23	8:28-9:11	9:16-10:29	10:34	11:04	11:34-12:29	12:34-2:05	2:05-2:40
Buchanan	403	Special	SS	ELA Block	Lunch	ELA	SS	ELA Block	Advisory
Clendennin	404	Special	SCI	Math Block	Lunch	MTH	SCI	Math Block	Advisory
Gillespie	402	Special	SS	Math Block	Lunch	MTH	SS	Math Block	Advisory
Taylor	401	Special	SCI	ELA Block	Lunch	ELA	SCI	ELA Block	Advisory

SafeWare and Human Monitoring

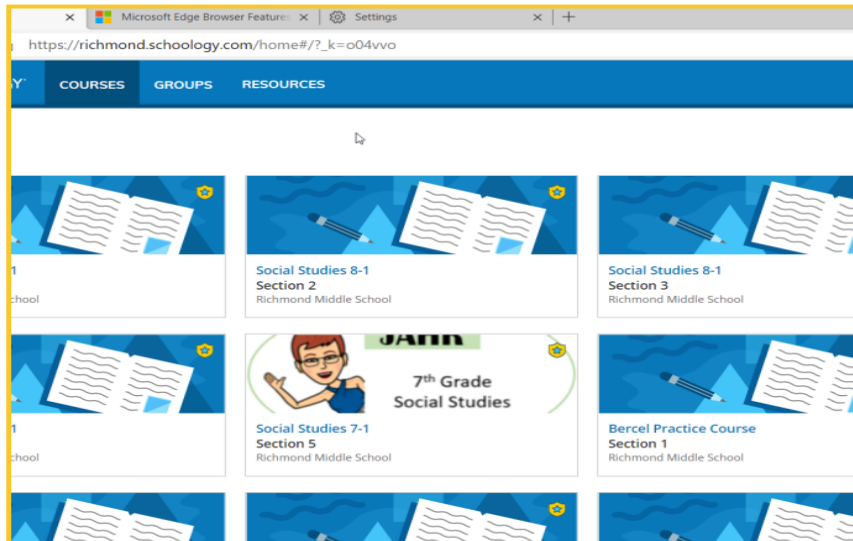
- Laptop Insurance – Flier Mailed Last Week – SafeWare
- Human Monitoring – School Messenger Safemail
 - SchoolMessenger SafeMail's Human Monitoring System (HMS) flags and reports potential student risks, including issues like suicide, sexuality, violence, interpersonal conflict, and more. Their highly-trained HMS team reviews flagged content sent by students and alerts RCS when troubling issues arise. Thanks to SchoolMessenger SafeMail, we are able to proactively deal with potential threats to school safety and behavioral issues.
- Computer Care – Mr. Lamont
- Internet Safety – On going discussion within the classroom.

- Online Classroom Etiquette
 - Students need to be prepared and engaged in the learning process.
 - Students need to follow the classroom expectations provided by the teacher.
 - Students are expected to be logged into *Microsoft Teams* on time for class.
 - Students are expected to remain connected and engaged the entire class period.
- Students must understand that attendance is expected. If for any reason the student is absent from class, the parent/guardian of the student must contact the office to notify the school of the student's absence. It is the student's responsibility to make contact with his/her teachers to determine what content was missed during the student's absence.
- Students are expected to position themselves to ensure the laptop camera captures the student's image for the entirety of the class. Background visuals and noises should be kept to a minimum.
- Students are expected to adhere to the policies outlined in the Student Handbook.
- Students need to understand that the taking of pictures, filming, or recording images of class content without permission, whether in-person or virtual, is a violation of the *Student Handbook* and subject to disciplinary action.
- Students need to respect the learning process, their fellow classmates and teachers.
- School Appropriate Clothing
- Interact when called upon – don't blurt out
- Don't bring unnecessary attention to yourself

Schoology/MicroSoft Teams/One-drive

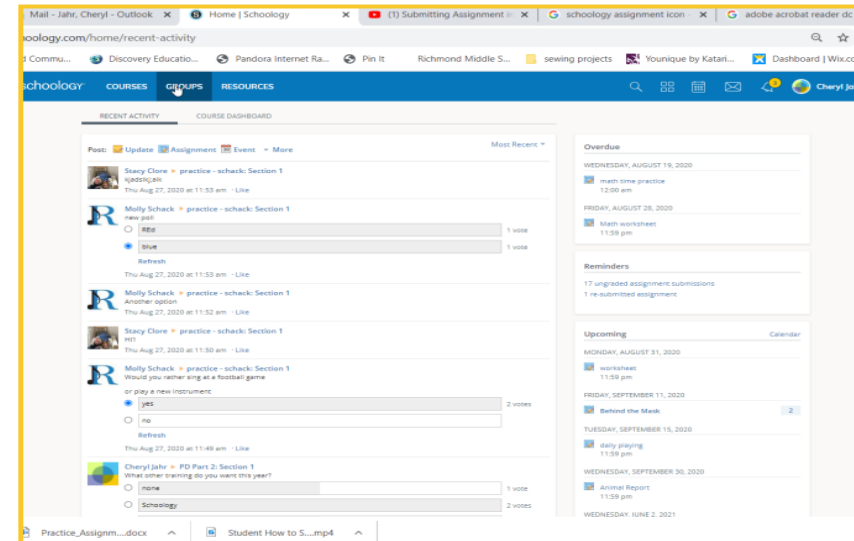
- Computer Log-in and Accessing MicroSoft OneDrive/Technology Support
 - Eric Lamont
 - Harold Swanger
 - Keith Christmas
- Log-In: Username – first initial then last name @richmond.k12.mi.us
 - Example: arizzo@richmond.k12.mi.us
- Password: last name with Capital first letter @2020
 - Example: Rizzo@2020
- Schoology and Teams
 - Cheryl Jahr
- Technology Boot Camp

Schoology Home Screen Options



Course Dashboard


This options shows all of the student's classes. Click on the tile to go to that class.




Recent Activity

This option shows updates and recent activity in *all* of the student's classes.


Courses



Social Studies 8-1
Section 1
Richmond Middle School




Social Studies 8-1
Section 2
Richmond Middle School




Social Studies 8-1
Section 3
Richmond Middle School



Social Studies 8-1
Section 4
Richmond Middle School



Social Studies 8-1
Section 5
Richmond Middle School



JAHN
7th Grade Social Studies
Section 5
Richmond Middle School



Bercel Practice Course
Section 1
Richmond Middle School

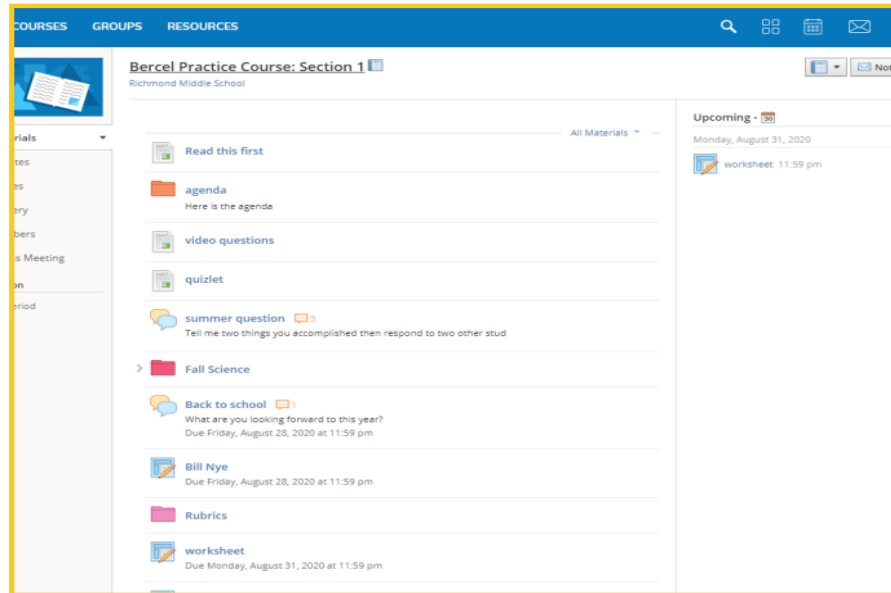


PD Part 2
Section 1
Richmond Middle School



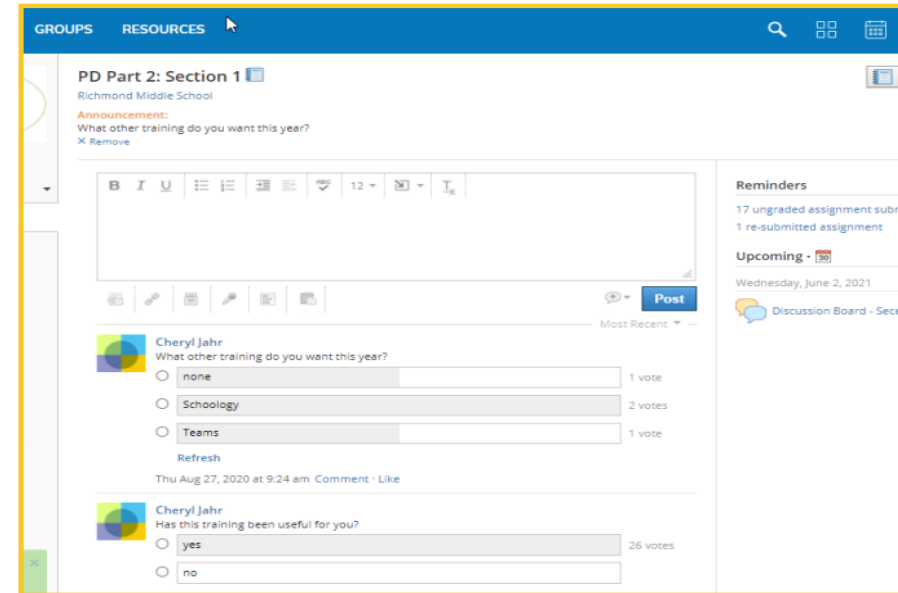
Course Home Screen Options

Set by TEACHER



Materials

Shows all course pages, folders, files, and other materials. Updates may be posted at the top of the page.




Updates


Shows all course updates. Most recent will be at the top of the page.
If this is shown student will need to click on Materials on the left to access content.





▼ Course Options


 Materials ▼


 Updates


 Gradebook


 Grade Setup


 Mastery


 Badges


 Attendance

 Members

 Analytics

 Workload Planning


 Teams Meeting

 Conferences

Access Code 


RMS Practice: Section 1

Richmond Middle School

 Add Materials ▼

Options ▼

All Materials ▼

>  Welcome to Schoolology

>  Previous Weekly Agendas

This folder has the weekly agendas from previous weeks.


>  HELP DOCUMENTS

▼  Assignments

 Lesson 2 Immigrants and Urban Challenges

 Settling International Issues text.pdf 4 MB

 Practice Assignment 1


 Jefferson Becomes President.pdf 3 MB

>  Assessment Samples

>  Links and Embedded files



 Notifications

Upcoming · 

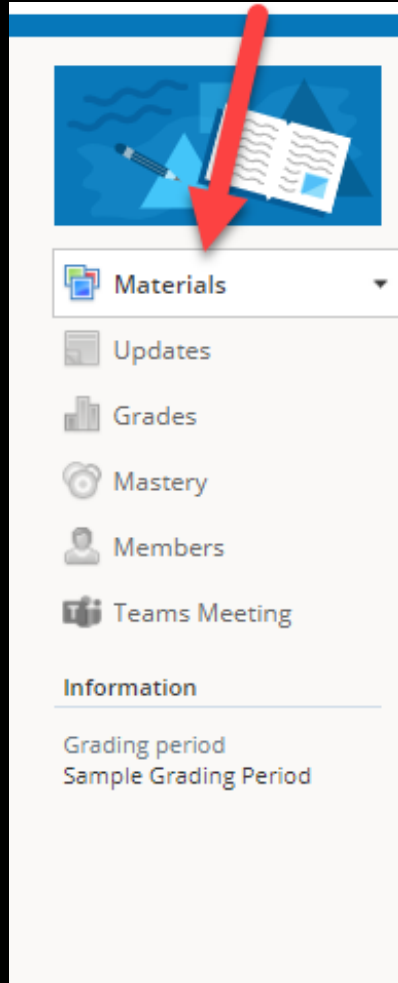
Add Event

Thursday, July 1, 2021



Assessment Unit 3 Lessons 1-2-3 11:59 pm

Navigating Schoology (cont.)



Left Side – Course Options

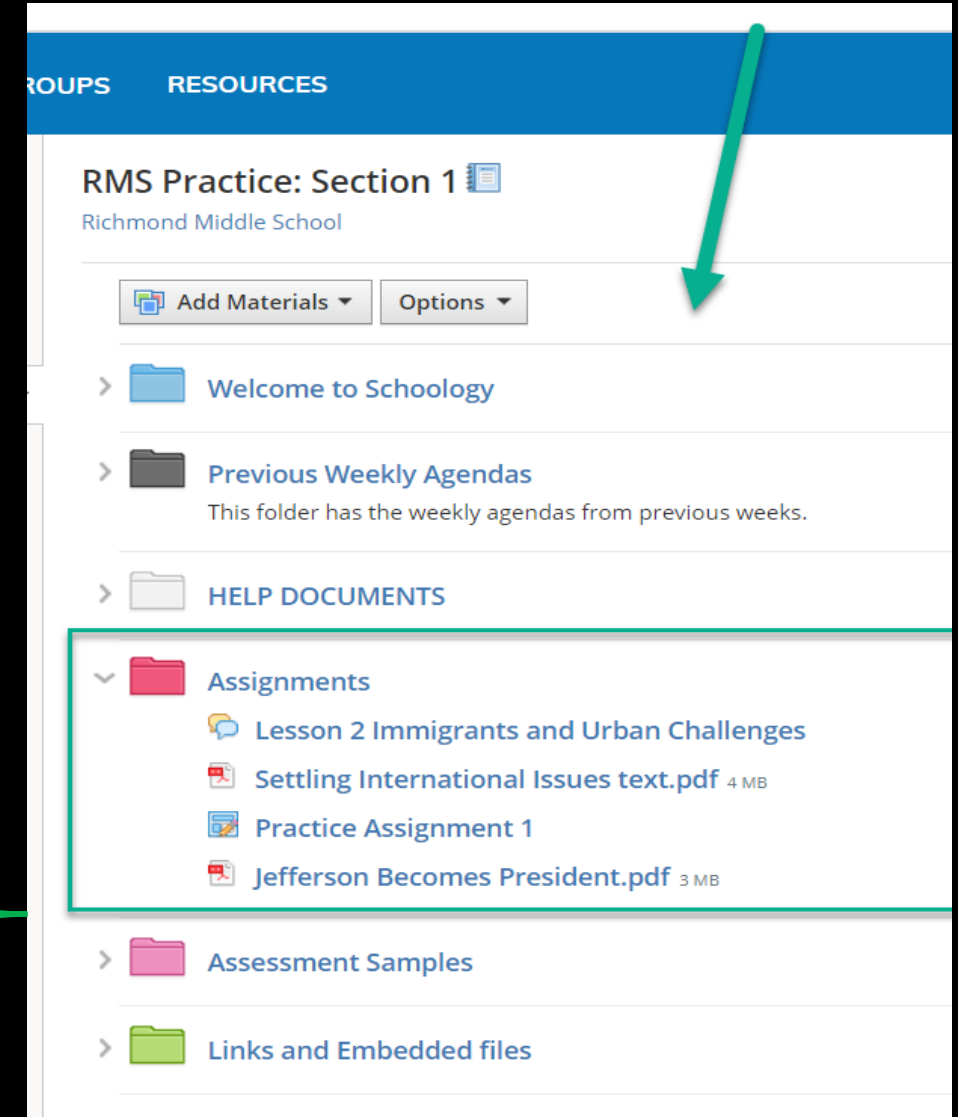
This is where to go to get to Materials, Grades, Teams Link, Etc. Students will not have the same options as teachers

Center – Course Content

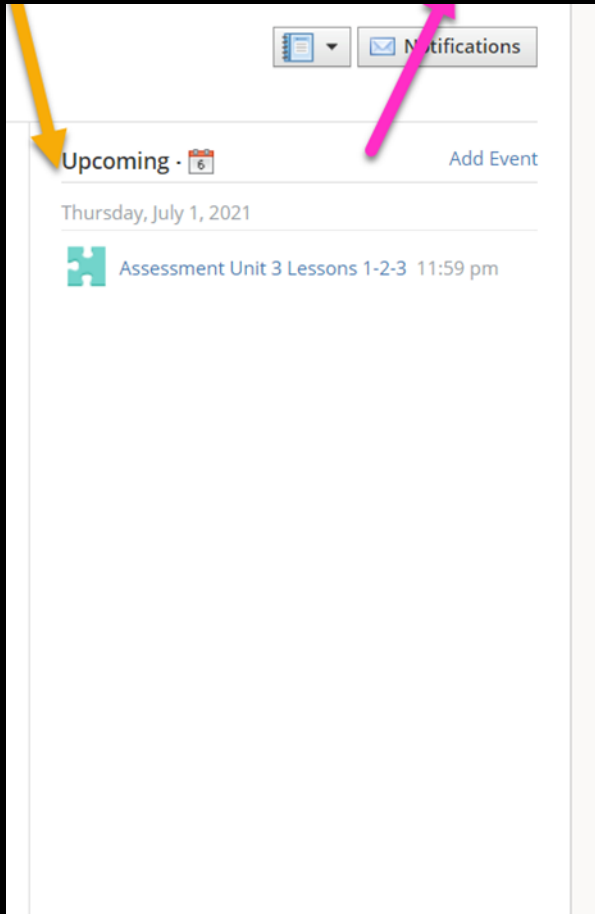
This is where students access whatever you have published to them.

Teacher can see everything that has been added to course, whether published or not. Students only see what teacher has added to course AND published.

Folders work just like they do in Windows



Navigating Schoology (cont.)



Right Side – Upcoming Events

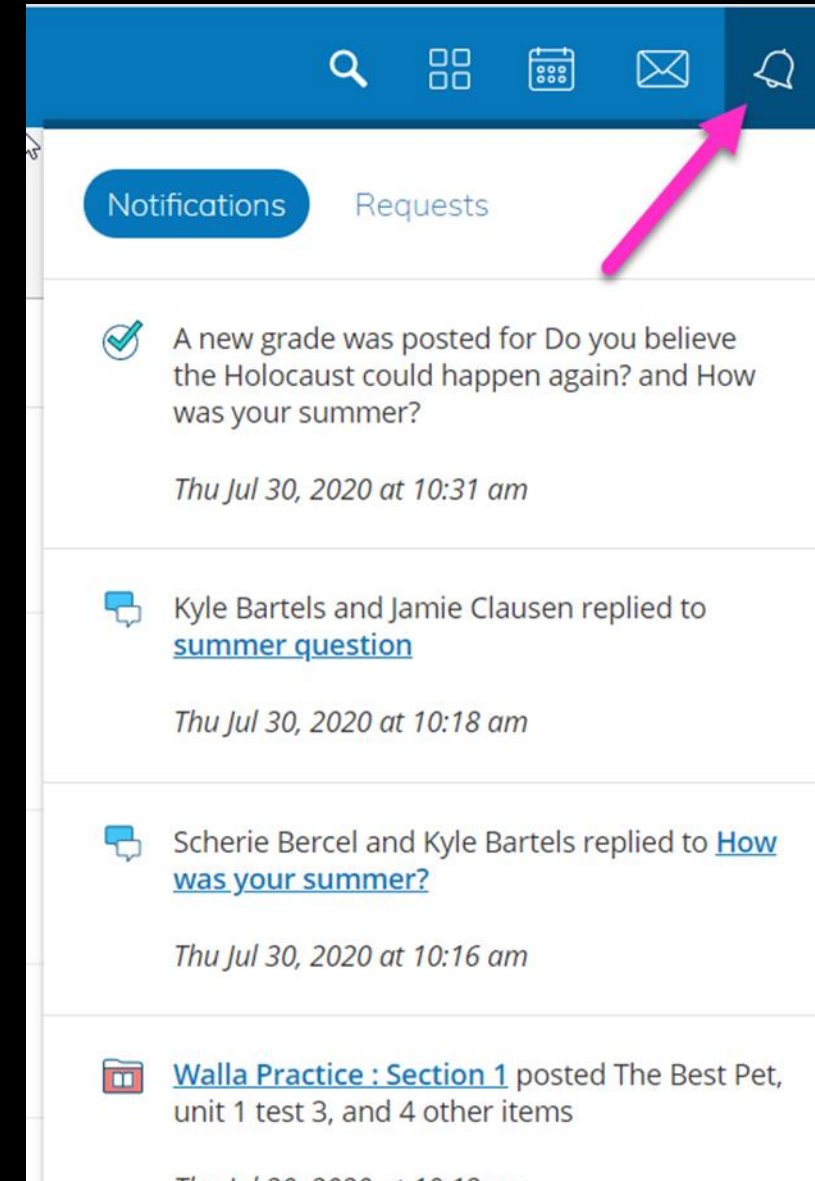
Anything that is approaching soon will be listed here (assignments, due dates, assessments)

Upper Right - Notifications

There will be a number on the bell telling you of any recent activity

Click the bell and the list will pop up.

Clicking on an item will take you directly to the item regardless of what class it is in.



Students DO



Assignment



Test/Quiz



Assessment



Discussion

Students VIEW



Page

(information shared by the teacher...text, video, project directions, links, etc...)



Media Album

(media collection provided by the teacher or added to by students)



External Tool

(Edpuzzle or other apps used by the teacher)



Files

(uploaded by your teacher)



Materials

Updates

Grades

Mastery

Members

Teams Meeting

Information

Grading periods
Sample Grading Period, Full
Year

student practice : Section 1

student practice : Section 1

Richmond Middle School



▼ Sample Grading Period (50%)

▼ practice

9-1

Assessment Unit 3 Lessons 1-2-3

Practice Assignment 1

RECAP Unit 1 Lesson 2

▼ Full Year (50%)

practice

> (no grading period) (0%)

Course Grade: N/A

- Virtual Learning Agreement
- WiFi Hotspots
- Questions – Practice