

First Day at BBMS!

Bonnie Branch Middle School <dnr@hcpss.org>

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To: Claire Striebich <Claire_Striebich@hcpss.org>

Hope Students had a Great First Day!

September 8, 2020

Dear BBMS Sharks,

What a great first day of school! Except for some minor technology glitches, school is off and running! We hope your students had a positive experience in their classes and that they enjoyed reconnecting with friends and teachers. We were so thrilled to see students and their smiling faces!

In this email are tips to help you stay on a positive track as you get used to a new routine for online learning.

As always, please call us at 410-313-2580 or email an administrator or teacher if you have questions or need assistance!

- **Chromebooks**

- We have distributed almost all of our Chromebooks. Please be sure to contact us immediately if you need a device to access online learning. Also, we want to urge the proper care of Chromebooks at home. Please keep computers in a safe place like you would any expensive piece of technology. If devices become damaged, we run the risk of not having enough for students to access classes. Thank you for making sure students know how to take good care of this equipment.

- **Google Meet Codes:**

- Log into Canvas and find your teachers.
- Google Codes are all listed on each teacher's Homepage.
- See below links if you need help!

- **MEALS:**

- BBMS will serve breakfast and lunch each day, starting on Tuesday.
- Breakfast and Cold Lunches are available from 8-9:00am.
- Hot Lunches are available from 10:45am to 12:45pm.
- **Meals are FREE for students!**

Reminders:

- **Canvas went live on Saturday, September 5** – please make you can see to all 4 of your classes for **Quarter One**. The biggest thing to look for are Google Codes. Students will use these to attend class.
- **Student Schedule Organizer** – click [HERE](#) to access this organizer which students and parents may find useful.
- **Synchronous Support is available Monday, Tuesday, Thursday and Friday at 8:30am:**
 - – Please review these online learning expectations:
 - <https://www.hcpss.org/2020-2021/virtual-instruction-responsibilities/>
 - **Materials are in multiple languages too!**
- **Period 1 – begins at 9:00am.**
 - **Teachers take attendance each day.**
- **Periods 2-3-4**
 - **Teachers take attendance each day.**
 - Reminder for students: there are no classes on Wednesdays.
 - **There is more Synchronous Support each day (M,T,Th,F) from 2:55pm – 3:15pm.**
 - Students may stay in their Google Meet if they have any questions or need any help.
- **Odds and Ends:**
 - [Student Technology Resources](#): Provides guides, resources and videos for HCPSS student technology. Below are some direct links to commonly used resources:
 - [Canvas Orientation](#) - includes how to navigate Canvas
 - [Google Meet](#) - includes a [video overview](#) of how to login
 - [Chromebooks](#) - provides a variety of resources for using an HCPSS Chromebook
 - [Password and Username Self-Service](#): Allows families to request a password reset or student's username. New students can use this application to retrieve their account information. This application is also linked off the [hcpss.me](https://www.hcpss.me) website, which also includes [user directions](#).
 - [HCPSS Connect Parent Resources](#): Provides HCPSS Connect—including Synergy, Canvas, and Family File—guides and videos for parents.

A FEW REMINDERS AND UPDATES

BACK TO SCHOOL NIGHT

Back to School Night is next Tuesday, September 15 from 6:00 p.m. - 8:00 p.m. More information will be sent soon.

ABSENCE DUE TO TECHNOLOGY

If your child misses class due to technical difficulties, you should let their teachers know as soon as possible so that they will not be marked absent.

ABSENCE FOR ALL OTHER REASONS *(except technology reasons as listed above)*

If your child is absent from school, please email your child's attendance note to bbmsattendance@hcpss.org

GOOGLE MEET SAFETY MEASURES

Please take a few moments to review the following information regarding appropriate behavior and engagement during Google Meet Sessions:

- Adhere to HCPSS Policy 8080 Responsible Use Technology and Social Media and other relevant HCPSS policies.
- Students will only be permitted into a Google Meet session with a HCPSS email account. All students can be identified through their HCPSS email account.
- Inappropriate/offensive/threatening comments, misrepresentation of identity, and/or disruptive participants (invited or uninvited) during Google Meet sessions will not be tolerated.
- Sharing login information violates the confidentiality rights of other students and places them at risk of having to witness disruptive behaviors from students who are not members of the class or school community.
- Students who are disruptive and/or "trespass" Google Meet sessions will be immediately reported to administration and will receive appropriate consequences in accordance with the HCPSS Code of Conduct. Consequences may result in temporary or permanent loss of technology access, which will also result in a student's inability to participate in Google Meet sessions; arrangement for receiving instruction and assignments will be established by administration communicated and arranged with parents.

Additional information can be found in the [Safety Measures During the Google Meet Session on 20-21 HCPSS Virtual Teaching and Learning Page](#)

VIRTUAL INSTRUCTION TECHNOLOGY SUPPORTS

While this school year's opening is different than any that have come before, our staff has the same level of commitment and excitement to meet, teach and

support all students. HCPSS teachers have been busy preparing online learning materials for their classes and are dedicated to creating a caring and supportive online classroom.

We recognize there may be times the applications HCPSS is using for virtual learning may not work as anticipated. This may be due to the nationwide increase in demand on these services or an issue with your local internet provider. We know this may be stressful for both you and your child, and ask for your patience as we work through any challenges that may arise. HCPSS teachers will be understanding and flexible if interruptions to technology services cause delays in assignment submissions and missed virtual learning sessions.

Please find below suggestions on how to proceed if your student experiences an issue.

What should we do when technology is not working?

Occasionally, students may have issues with Canvas, Google Meet or other learning platforms used by HCPSS. If your child is having difficulty:

- Logging in to Google Meet - Directions on [joining a Google Meet](#) can be found online. If your child is still unable to join, have them send their teacher a message via Canvas or you can send the teacher an email to make them aware. Your child can work on other assignments in Canvas and/or you can have them focus on another learning platform used by their teachers, such as Actively Learn, until the issue is resolved.
- Logging in to Canvas - Have your child attend any scheduled virtual learning sessions and/or have them focus on another learning platform used by their teachers, such as Actively Learn. Make sure to let your child's teacher know about the issue via email.

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