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BSA Parent/Guardian FAQ 2020-2021

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| **First Day Jitters? -- see below** |
| Before the first day of school… you and your child should:   * Download Zoom as an app on your child’s device: <https://zoom.us/> * They also need to have set up their BSA email. If they haven’t done this already, contact Tom Ventimigila at [tventimiglia@bsfa.org](mailto:tventimiglia@bsfa.org). You can also email Mr. Askey at [taskey@bsfa.org](mailto:taskey@bsfa.org) * Have your child find and save the zoom links for all their classes on Tuesday, September 8th and be sure you can relocate them easily when Tuesday comes. * With your child, decide on a good spot in your home where they can “go” to class. This should be a comfortable spot where they can concentrate and do their best work. (Consider proximity to an outlet for keeping the device charged, natural light if possible, and enough room to use their device and take notes on paper or in a notebook.) * Be sure you have basic school supplies (paper, pens, pencils) on hand. * Set your alarm for bright and early Tuesday morning!!! |
| It is the first day of classes… what do I need to do?!?   * Students received a master list of Zoom links via email from Mr. Askey. * Thankfully, there are no hallways to wander in search of a room! They will use these links to get into their first class sessions. Once they click on the links, students will need to use their BSA email credentials to access the class. |

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| **Zoom 101** |
| Where are the zoom live class links for my child’s classes?  Good news!—there are several places you can go:   * the master list sent out by Mr. Askey to students * individual Google Classroom pages * weekly syllabi * Google calendar invites from their teachers |

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| **Live Class Questions** |
| Does my child need to attend live classes?   * Yes - the expectation is live. We believe that student-to-student and student-to-teacher interaction are incredibly important pieces of the virtual learning experience. If your child misses a live class, they will need to watch the recorded class, complete and submit the exit ticket by 5:30PM on the same day. |
| Where can I find the missed class recording?   * Teachers have those posted in their Google Classroom. Every effort will be made to post the recordings after each class, but some teachers do teach back to back. If not after each class period then by 3pm at the absolute latest. |
| Do students need to have their cameras on during live classes?   * No, but for some classes teacher feedback and the interactive class experience will be much better if the teacher can see you. |
| What are the norms for student engagement in virtual sessions?   * We expect that students will engage with one another just as they would at BSA. Students are here to learn from their teachers and each other. We expect them to do the best they can every day in class and to respect everyone else’s efforts to do their best as well. Be kind, be an active listener and participant, and be respectful. * In our physical classrooms at BSA, we expect students to engage with each other around the artistic or academic material at hand, and Zoom is no different. The application of the BSA and Baltimore City Schools Codes of Conduct will apply in the virtual space as well. |

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| **Absences** |
| What do I do if my child is unable to attend class for the day?  As you would during the school year, please call Ms. Danee’ Jackson at the front desk and inform her by 830am that your child will be absent for the day. Her number is 443-642-5165. You can also email Ms. Evans at [mevans@bsfa.org](mailto:mevans@bsfa.org) |

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| **Coach Class** |
| When do teachers have coach classes?  Come to office hours on school days (Monday, Tuesday, Thursday, Friday) between 2:30-3:30PM to receive extra help and coach class services. Teachers have posted Zoom links on the student master list of links. We highly encourage students to contact and pre-schedule times to meet during those office hours. |

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| **Grading** |
| How does my child view their grades and attendance?   * Students can access their grades in [Infinite Campus.](https://baltimore.infinitecampus.org/campus/portal/students/bcps.jsp) * Click on the bar title “Employee/Student Sign-in” * Students will need to type in their Baltimore City Schools ID followed by @bcpss.org and their network password (the same used last school year). If that needs to be set, please email Mr. Askey at taskey@bsfa.org |
| How do I get parent access to Infinite Campus?   * Parents can register for Parent Portal to view attendance and grades. If they have not received an activation letter, please email Ms. Evans at [mevans@bsfa.org](mailto:mevans@bsfa.org) |
| How will my child be graded in their academic classes?   * As they would in the building, students will be graded by the weights outlined in their teacher’s course expectancy document. For the 20/21 school year, weights across all academic classes have been standardized in compliance with Baltimore City Schools’ grading policy. 70% of the grade is based on assessments with 50% of that based on smaller (formative) and 20% larger (summative). The other 30% will be classwork and participation. Teachers will define what fits into each of those buckets in their course expectancy documents. |
| How will my child be graded in their arts classes?   * Each art discipline will have rubrics specially designed for virtual learning. They will be found on the Google Sites for that department. |

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| **Technology - we all love it.** |
| How do we get to BSA’s Google Site? What information is there?   * Here is the [link](https://sites.google.com/bsfa.org/homepage) for BSA’s Google Site. * Each art and academic department will have information posted in their respective tabs. Course expectancy documents as well as weekly syllabi will be posted in folders for students and parents to access. Any other important information will be there. Please bookmark this link. |
| I am hearing mention of Zoom, Google Classroom, my child’s BSA email, and Infinite Campus. How do they differ and why do we need them all?   * Google Classroom is akin to the physical classroom; it’s home base for that class. Go to Google Classroom to find course materials, homework assignments, the Zoom link for class, and videos of past class sessions. * Zoom is the app we use for live classroom sessions. Think of it as the portal that students use to get to class and see their teachers. * BSA email is our primary method of communicating with the students (always—not just during remote learning). It also allows students into the Zoom classrooms. * Infinite Campus is a Baltimore City Schools platform. This is where you can see your child’s grades, attendance, and other school-related matters. (Please note: There will be a lag between what you see on Google Classroom about grades/attendance and what you see on Infinite Campus because each teacher has to enter the information in two places. Thanks in advance for your patience.) |
| What do I do if there are technology issues?   * For Zoom difficulties, please refer to the Baltimore City Schools informational and training link   <https://sites.google.com/bcps.k12.md.us/cityschoolsonline/zoom?authuser=0>   * For questions about G-Suite (BSA email, Google Classroom), please have students start by asking their teachers questions. If that is not possible or does not yield solutions, please email Tom Ventimiglia at [tventimiglia@bsfa.org](mailto:tventimiglia@bsfa.org) |

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| **Miscellaneous** |
| How do I contact my child’s teacher?  We encourage you to be in touch about any concerns. Parents will be our eyes and ears more than ever this semester. You have a few options:   * Email the teacher. You can expect a response within 48 hours. * Set up a meeting with them as needed. * Keep in mind that the teachers’ workday ends just after 4:00PM. If you need to talk to someone more quickly, please email Dr. Ford at [cford@bsfa.org,](mailto:cford@bsfa.org) Mr. Askey at [taskey@bsfa.org](mailto:taskey@bsfa.org) or Ms. Evans at [mevans@bsfa.org](mailto:mevans@bsfa.org). |
| What is happening on Wednesdays?  The district is calling Wednesdays in high school “Lab Wednesdays”. At BSA, there will be teacher meetings in the morning and then structured opportunities for students to work with teachers and other students groups on a smaller level to bolster instructional time. Additionally, there will be opportunities for students to connect with one another in classes like yoga, meditation, or other positive social-emotional experiences. The schedules for these will be put on the Google Site weekly. |
| What do you do if your child is feeling anxious/overwhelmed?  If your child is feeling overwhelmed, please do not hesitate to contact us. Ms. Evans and her whole team are there to help provide layers of student support as needed. Her email is [mevans@bsfa.org](mailto:mevans@bsfa.org). |