

Middle School Even-Odd Period Day Rotating Schedule

West Chester Area School District – April 8, 2020

INFORMATION FOR TEACHERS:

During the closure, we have moved to a rotating schedule in which the even-numbered classes will be taught on one day, and the odd-numbered classes will be taught on another day. The goal of this schedule is to alleviate stress by lightening the workload for both teachers and students, and providing more flexibility. It is simply not possible for teachers to instruct all of the planned curriculum through this emergency learning model. We'd like teachers to be delivering a reasonable level of instruction that maintains connections and keeps students engaged with learning.

1. *Do the even-odd days refer to the numerical calendar date or the class periods?*

The “even-odd” schedule refers to the class periods of a school day. On “even days”, students should focus on instruction for periods 2, 4, 6, and 8. On “odd-days”, students should focus on instruction for periods 1, 3, 5, and 7. Please check your school’s website if you aren’t sure whether it is an ‘even’ or an ‘odd’ day.

2. *How long should my lesson last?*

Live or recorded instruction during a period should not exceed approximately 30 minutes. Many parents have expressed that their children are struggling at home and that the middle school workload has been excessive during this time.

3. *When can I schedule live Zoom lessons?*

Live instruction should occur during your scheduled 90 minutes but not for more than approximately 30 minutes. However, keep in mind that not all students may be able to access live programming because some are helping with childcare for younger siblings.

4. *When should I give assignments?*

Please post new assignments, including assessments, on the **scheduled** day for each class, or at **the start of a new four-day instructional cycle**. This flexibility should help with courses that are linked in Schoology. Up until the Memorial Day holiday, Monday – Thursday will be instructional days and Friday will be the planning day.

Please be clear and flexible with due dates for assignments and assessments. It is appropriate for assignments to be due on either the scheduled instructional day or at the end of a four-day instructional cycle. We need to afford additional time for technology issues such as Schoology problems.

5. *What about Unified Arts?*

Unified Arts classes should post learning activities and assignments at the start of each four-day instructional cycle for completion no sooner than the end of the instructional cycle.

We will **not** be switching the UA electives for the fourth marking period. Families are telling us they are overwhelmed and we feel this will be too much transition at this time.

6. *Should I assign tests, quizzes, or homework on the “planning days?”*

No. On the teacher planning days, students should use this time to complete work previously assigned in preparation for next instructional cycle.