

Hello, this is Karen Furno, principal at Avalon Middle School. The 2020-21 school year begins on Monday, August 10th, for all students. The first nine days of instruction will be delivered via LaunchEd@Home for all students. This email contains very important information. Please read the entire message so that you and your child are prepared to begin on Monday.

*Student schedules will be ready for you to view on Skyward via Launchpad, on Friday, August 7th, by the end of the day. Schedules are still subject to change. We are unable to accommodate any requests for schedule or teacher changes. We appreciate your understanding.

*All students should log into Launchpad and access Canvas to open their first period class by 9:25 a.m. Teachers will have additional directions for students on their Canvas home page which can be accessed by clicking on "Announcements". Students are expected to follow their schedule in order throughout the day. For example, if your math class is scheduled for second period, you can only attend during the second period block. Students will be engaged from 9:30 a.m. to 3:57 p.m. each day with the exception of Wednesday when the school day ends at 2:54 p.m. Teachers will have a copy of the bell schedule in their Canvas courses. In addition, you can find a copy by clicking on this [link](#). If you have any questions as to how to access and/or use Canvas, please refer to Canvas Student Guide by clicking on this [link](#). For a quick guide on accessing Canvas, go into this [link](#).

*If your child is not experienced with Canvas, then be aware that all students are automatically enrolled in a Passport to Canvas Course which can be accessed through the Canvas Dashboard. This course will walk your child through how to navigate Canvas. Students can access it and go through the course at any time.

*Parents, have your child begin LaunchED@Home on August 10th. Students are expected to attend each period as if they were at school; however, teachers will work with you if you have extenuating circumstances. Please reach out to the school if your child is not able to attend each period during the initial nine-day window. All students will benefit from any days on the LaunchED@Home platform, especially because in the event of a shutdown due to the pandemic or a hurricane, students and teachers will have the experience of LaunchED@Home under their belt. Students are not counted absent until their first day of attendance; no penalties will be administered for a student who enters school after August 10th. This is not new, students are never counted on the rolls until their first day of attendance.

*Students are expected to be present in live lessons via video conference daily at the time the bell rings to begin class. It is the expectation that students use their web camera unless they have submitted a support request for a non-functioning web camera.

*Teachers will be sharing information about how students can troubleshoot technical issues. We also have created a troubleshooting document for your reference that you can access at the [link](#). If your child's laptop is broken or not working at all, then you will need to call the main office to schedule an appointment for assistance or you can put in a student tech request. The tech request icon is located on your student's Launchpad dashboard.

*Parents, please do not interrupt teachers during lessons. If you need to contact your child's teacher, then you must email them or call the guidance office to schedule a phone conference. For safety and security reasons, you should not join your child in any class sessions. If your child has questions, encourage them to contact their teacher directly.

*Grab and Go breakfast and lunch will be available to all students through curbside pickup in the bus loop from 4:30 to 6:00 p.m. on Monday, August 10th. On August 10th, you will receive six meals; beginning the week of the 17th, five meals will be distributed on Mondays. Please have a piece of paper with your child's name and ID number written in large letters ready to show our cafeteria personnel in order to limit contact. Parents, please make sure that you have money in your SchoolPay account as cash will not be accepted for meal pickup. Students who receive free lunch will not be charged. Please make sure that you have updated your application. More information about the OCPS Free and Reduced Lunch Program can be found at this [link](#).

*Middle school does not have a "Meet the Teacher" event. We will have a virtual Open House at a later date.

On Friday, August 21st, students who registered for the Face-to-Face model are scheduled to report to campus. More information about this day will be provided the week of August 17.

We appreciate your cooperation and understanding as we work together to help our students be successful during these challenging times.

Links:

[Bell Schedule](#)

[Canvas Student Guide](#)

[How to Access Canvas \(6th grade and new students\)](#)

[Tech Issues Troubleshooting Guide](#)

[Free/Reduced Lunch Information and Application](#)