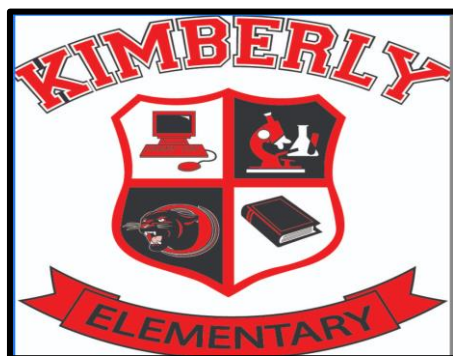


Lucas Oliver Kimberly Elementary

Distance Learning Parent Guide



Lucas Oliver Kimberly Elementary

3090 McMurray DR. SW.
Atlanta, GA 30311
(404) 802-7600

Joseph Salley, Principal

(404) 802-7610

jlsalley@atlanta.k12.ga.us

Kristy Reese, Assistant Principal

(404) 802-7607

kristy.reese@atlanta.k12.ga.us

Hope In Action; Belief In Action; Success In Action!

Welcome Back to L. O. Kimberly Elementary School



Dear Parents and Students,

I am pleased and honored to be the principal of your child's school and desire to be a shining STAR in your child's life and lives of our faculty staff and stakeholders.

Here is my **STAR** commitment to you:

Service: I will be passionately committed to serving our school system, school faculty, staff, parents, stakeholders and most importantly our students, and will embrace the great traditions of the Atlanta Public Schools and its exceptional leaders.

Teamwork: I will cultivate distributive and shared leadership and a collaborative culture to mobilize the caring power of our school community.

Accountability: I will adhere to the highest standards of professional leadership and responsible stewardship of resources.

Results: I will work tirelessly to obtain the highest level of personal and organizational performance.

Sincerely,

Joseph L. Salley
Principal

Purpose: The purpose of this manual is to provide guidance for students and families if APS requires our school to enact Remote Learning. This is a living document, and the contents may change without notice. Should we be required to enact Remote Learning at Kimberly, you will be provided updated information.

Creating a Learning Environment



Students thrive when providing structure and routines for learning. To help our students be successful while learning at home, follow some of the helpful tips listed below.

- Identify a dedicated learning space in your home. Allow your child to help pick a learning space and add some fun design opportunities for your child to feel ownership.
- Create a daily schedule for your child to follow to help develop a routine (see schedule provided).
- Take time to familiarize your child and yourself with the platforms being used for remote learning.
- Plan out time to “check-in” with your child about their learning progress.
- Have fun! Try to make the remote learning experience fun, engaging, and exciting for your child.

Daily Schedule



Our daily Virtual Schedule will consist of one of the following instructional models. Our students in grades 1-5 will solely participate in Synchronous Lessons. Our PK & K students will participate in a combination of both Synchronous & Asynchronous Lessons based on the teacher schedule.

Synchronous Lesson (Live Lessons): Classes/ lessons that involve online real-time instruction from the teacher through chat, videoconferencing and other online tools/platforms. It is like a virtual classroom that allows students to interact with the teacher and peers and allows the teacher and students to ask and answer questions.

Asynchronous Lesson (Recorded Lessons): Classes/ lessons that are not real-time. Asynchronous e-learning involves coursework delivered via the web, email and message boards that are then posted onto online forums. In such cases, students ideally complete the course at their own pace, by using the internet merely as a support tool rather than volunteering exclusively for e-learning software or online interactive classes.

LOK Virtual Learning Schedule

Kindergarten											
7:15-7:45	7:45-8:15	8:15-8:45	8:45-9:45	9:45-10:15	10:15-10:30	10:35-11:05	11:10-11:25	11:30-12:20	12:20-1:00	1:05-2:15	2:15
Homeroom	RELA/Phonics (30)	Intervention Block	RELA (60)	Break	SEL (15)	Lunch (30)	Break	SCI/SS (50)	Specials (40)	Math (70)	Dismissal
First Grade											
7:15-7:45	7:45-8:15	8:15-8:45	8:45-9:45	9:45-10:15	10:15-10:30	10:35-10:50	10:55-11:25	11:30-12:20	12:20-1:30	1:30-1:55	1:55-2:35
Homeroom	RELA/Phonics (30)	Intervention Block	RELA (60)	Break	SEL (15)	Break	Lunch (30)	SCI/SS (50)	Math (70)	Break	Specials (40)
Second Grade											
7:15-7:45	7:45-8:15	8:15-8:45	8:45-9:00	9:05-9:35	9:35-9:55	9:55-10:55	10:55-11:25	11:25-12:15	12:20-12:50	12:50-1:05	1:10-2:20
Homeroom	RELA/Phonics(30)	Intervention	SEL (15)	Specials (30)	Break	RELA (60)	Break	SS/SCI (50)	Lunch (30)	Break	Math (70)
Third Grade											
7:15-7:45	7:45-8:00	8:00-9:00	9:00-9:30	9:30-9:55	9:55-10:25	10:25-10:40	10:40-11:20	11:20-11:50	11:50-12:05	12:05-12:45	12:45-1:25
Homeroom	SEL (15)	RELA (60)	Intervention (30)	Break	Specials (30)	Break	RELA (40)	Lunch	Break	SS (40)	SCI (40)
Fourth Grade											
Homeroom (30)	SEL (15)	8:05-9:00 (55)	9:00-9:30 (30)	9:30-9:40 (10)	9:55-11:00 (65)	11:15-12:00 (45)	12:00-12:30 (30)	12:35-12:55 (20)	1:05-1:35 (30)	1:45-2:15 (30)	2:15-2:35
7:15-7:45	7:45-8:00	1st Rotation (split)	Intervention	1st Rotation (split)	2nd Rotation	3rd Rotation (split)	Lunch	3rd Rotation (split)	Specials	Writing	Indep. Practice
Smith-Drew's HR	MTH	Intervention	MTH	SCI/SS	RDG	Lunch	RDG	Specials	ELA	Indep. Practice	
Selby's HR	SCI/SS	Intervention	SCI/SS	RDG	MTH	Lunch	MTH	Specials	ELA	Indep. Practice	
Dixon-Martin's HR	RDG	Intervention	RDG	MTH	SCI/SS	Lunch	SCI/SS	Specials	ELA	Indep. Practice	
Fifth Grade											
7:15-7:45	7:45-8:00	8:00-8:50 (50)	9:00-9:30 (30)	9:40-10:30 (50)	10:50-11:20 (30)	11:35-12:25 (50)	12:40-1:10	1:15-1:30	1:35-2:35 (50)		
Homeroom (30)	SEL (15)	1st Rotation	Intervention	2nd Rotation	Specials	3rd Rotation	Lunch	Recess	4th Rotation		
N. Brown HR	SEL	RELA (Irvin)	Intervention	RELA (Irvin)	Specials	SCI (Brown)	Lunch	Break	Math (Brantley)		
Green HR	SEL	RELA (Green)	Intervention	RELA (Green)	Specials	Math (Brantley)	Lunch	Break	SCI (Brown)		
Irvin HR	SEL	SCI (Brown)	Intervention	Math (Brantley)	Specials	RELA (Irvin)	Lunch	Break	RELA (Irvin)		

www.atlantapublicschools.us/kimberly

View Zoom Links Here

Virtual Learning

When there are instances where schools pivot from In-Person to Virtual Learning all students will be expected to have access to technology and stable internet to access the content and daily live virtual instruction. All APS students have been given either an iPad (PK & K) or Chromebook (1 - 5). If you find that you do not have internet access at home, please contact the school by phone (404) 802-7600 or email sarah.hinton1@atlanta.k12.ga.us to request a free hotspot (while supplies last).

You can also access additional information regarding APSs Instructional Technology support and services here:

<https://www.atlantapublicschools.us/Page/64141>

For short periods of Remote Learning (period of 5 days or less), students will NOT take home devices. Students will be given packets of materials that will serve as reinforcement for the content being taught in class. If packets are not provided, due to unscheduled changes, students can access instructional work packets online from our school website.

www.atlanta.k12.ga.us/Domain/620

Accessing myBackpack

On A Computer (and Chromebook)

① Open Google Chrome



② Go to myBackpack by navigating to this website

<https://mybackpack.apsk12.org>

③ Your child should log into myBackpack using their password and username.

Example
77931

Example
jsmith5489

A screenshot of the 'Sign in to MyBackPack' login page. It features a blue background with a grid pattern. There are two white input fields: 'Username' and 'Password'. Below the fields is a blue 'Sign In' button. A red arrow points from the example username 'jsmith5489' to the Username field, and another red arrow points from the example password '77931' to the Password field.

④



Accessing Zoom From Home

On An iPad or Cellphone

Download the Zoom App from the App Store



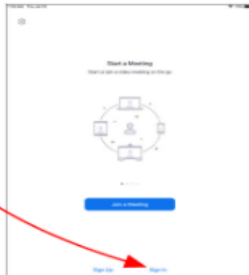
*If your device is an APS iPad the Zoom App has already been installed, proceed to Step 1

1 Open ZOOM App

This is the app, not the icon in myBackpack



2 Click on Sign In



3 Click on Google



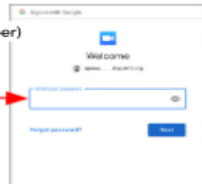
4 Enter your child's username followed by @apsk12.org

Example
jsmith7854@apsk12.org



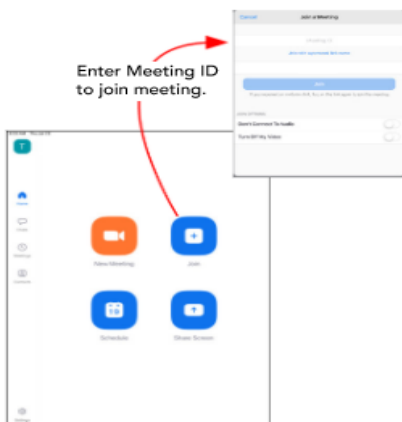
5 Enter your child's password. (lunch number)

Example
45395



Joining A Meeting

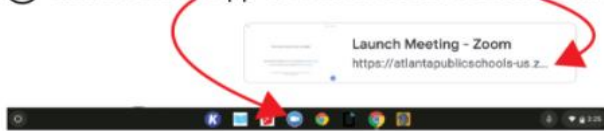
Enter Meeting ID to join meeting.



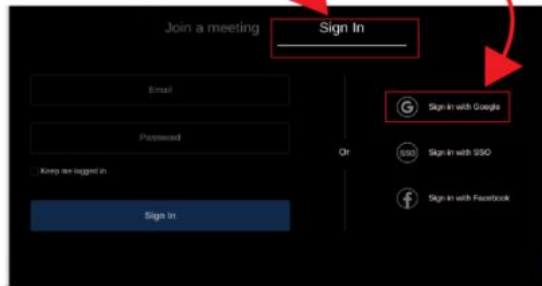
Zoom On Chromebooks

Students must sign into the Zoom App on Chromebooks to successfully join their first Zoom session.

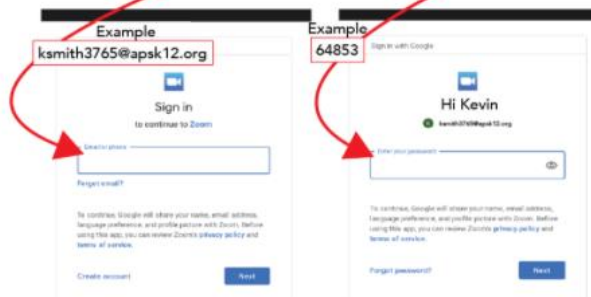
- 1 Click on Zoom App or click on a Zoom Session link.



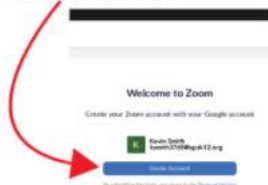
- 2 Select Sign In and then click Sign in with Google



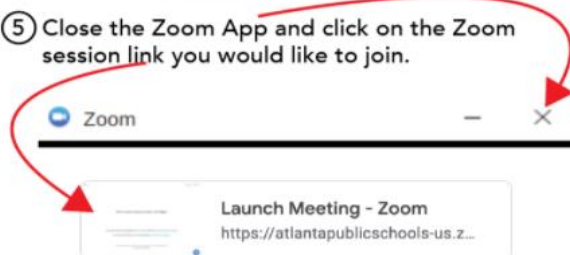
- 3 Enter your APS username and your APS password.



- 4 Click Create Account.



- 5 Close the Zoom App and click on the Zoom session link you would like to join.



Accessing Google Classroom From Home

On An iPad (and Cell Phone)

Download or locate the Google Classroom App from the App Store.



Accessing Google Classroom From Home

On A Computer (and Chromebook)

① Open Google Chrome



② Go to myBackpack by navigating to this website

<https://mybackpack.apsk12.org>


③ Your child should log into myBackpack using their username & password.

Example

jsmith5489

Example

77931



Sign in to MyBackPack

Username

Password

Sign In

④ Click on the Google Classroom SSO icon.



If you get an additional screen like this one. Simply click on continue and have your child enter their username and password again.



⑤ Enter your child's username followed by @apsk12.org

Example

jsmith5489@apsk12.org



Google

Sign in

Use your Google Account

Email or phone

Forgot email?

Not you? or don't use Google? Go to the account you're trying to sign in to.

Learn more


Create account

Next

⑥ Enter your password. (lunch number)

Example

77931



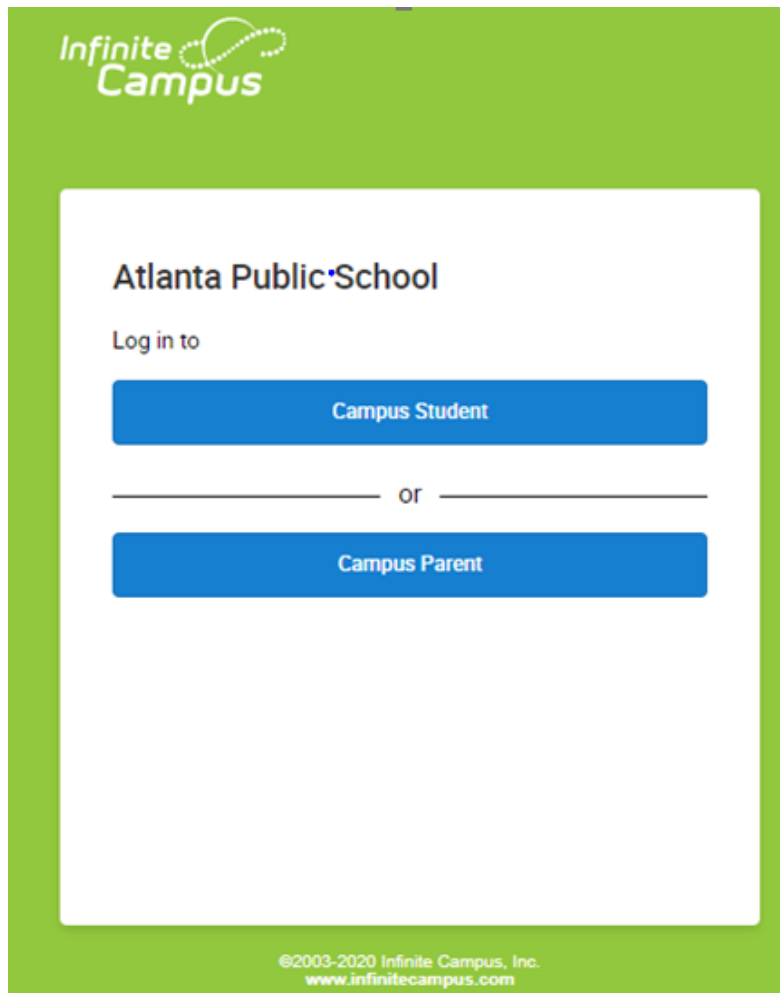
Google

Use your password

Forgot password?

Next

Parent Portal Access



Infinite Campus

Atlanta Public School

Log in to

Campus Student

or

Campus Parent

©2003-2020 Infinite Campus, Inc.
www.infinitecampus.com

Parents of students in grades K–12 have access to class schedules, attendance records and grades through the [Parent Portal](#), an easy-to-use, secure communications tool for the district. Additionally, the Parent Portal enables parents to verify household information, including email, home address and telephone numbers.

What you'll need before registering:

- Your child's Student Number (It can be found on your student's report card or transcript.)
- The last four digits of your child's Social Security Number (SSN) or the SSN-like number* assigned to your child.

*If you did not provide your child's SSN at enrollment/registration, they were assigned an SSN-like number. To receive the last four digits of that number, you will need to contact your child's school.

Technology Distribution

The notice is a flyer for a Chromebook distribution event. On the left is the Kimberly Panthers logo, featuring a panther head in a circle with the text 'KIMBERLY PANTHERS'. The main text in the center reads: 'CHROMEBOOK DISTRIBUTION DAY', 'KIMBERLY ELEMENTARY SCHOOL', 'MONDAY, MARCH 23, 2020', '12PM - 3PM'. Below this, it lists grade-specific times: 'GRADE 3 (12PM - 1PM)', 'GRADE 4 (1PM - 2PM)', 'GRADE 5 (2PM - 3PM)', and 'IPADS FOR GRADES 1 - 2 (12PM - 3PM)'. To the right of the text is a 'COVID-19' section with icons and instructions: 'WASH YOUR HANDS', 'COVER A COUGH OR SNEEZE', 'DON'T TOUCH', 'KEEP YOUR DISTANCE', 'STAY HOME', and 'GET HELP'. Below the COVID-19 section is a 'Guidelines' list: 1. Distribution in Drive-Through Fashion (STAY IN YOUR CAR), 2. Be sure to have your ID Ready, 3. THIS IS A LOANER / Technology MUST be returned, 4. Distribution only to custodial parents, unless child is present; MUST BE AN ADULT. On the bottom left, contact information is provided: 'Questions / Concerns: Please contact your child's teacher via Dojo or the school principal: lsalley@atlanta.k12.ga.us (404) 802-7600'. In the center bottom is an image of a Chromebook laptop.

KIMBERLY PANTHERS

CHROMEBOOK DISTRIBUTION DAY
KIMBERLY ELEMENTARY SCHOOL
MONDAY, MARCH 23, 2020
12PM - 3PM

GRADE 3 (12PM - 1PM)
GRADE 4 (1PM - 2PM)
GRADE 5 (2PM - 3PM)


IPADS FOR GRADES 1 - 2 (12PM - 3PM)

COVID-19
WASH YOUR HANDS
COVER A COUGH OR SNEEZE
DON'T TOUCH
KEEP YOUR DISTANCE
STAY HOME
GET HELP

Guidelines:

1. Distribution in Drive-Through Fashion (STAY IN YOUR CAR)
2. Be sure to have your ID Ready
3. THIS IS A LOANER / Technology MUST be returned
4. Distribution only to custodial parents, unless child is present; MUST BE AN ADULT.

Questions / Concerns:
Please contact your child's teacher
via Dojo or the school principal:
lsalley@atlanta.k12.ga.us
(404) 802-7600



Sample Notice

All APS Students are assigned technology (iPad or Chromebook) when they enroll for the first time. These devices are used solely by the student they are assigned to for school use only. In most cases, student devices will remain at school, and should not be taken home. In the event that we will pivot to Remote Learning for more than a week at a time, students will be provided devices in the upper grades (Gr 3 - 5). Students in the lower grades may or may not be provided devices to take home.

This device **MUST** be returned to school upon their return from Remote Learning. If the device is lost, stolen or damaged, you must file a Police Report and then report the issue to the school before a replacement can be provided.

Connect with Us

We use a variety of ways to communicate with our families.

Facebook: www.facebook.com/kimberlyaps

Twitter: www.twitter.com/kimberlyaps

Instagram: www.instagram.com/kimberlyaps

Website: www.atlantapublicschools.us/kimberly

APS App

The APS mobile app puts all the information you want in the palm of your hand.

Download the app to:

- Get the latest district and school news
- Access your school calendar
- Get school contact information
- Receive important push notifications

Also, create or update your Infinite Campus account and use the app to:

- View student schedules
- Check grades
- Access bus information
- See lunch balances

Download the app FAQs

Connect with us!



<https://www.atlantapublicschools.us/kimberly>



FACEBOOK
@apskimberly



TWITTER
@apskimberly



INSTAGRAM
@apskimberly



GET CONNECTED.

**DOWNLOAD THE
APS MOBILE APP**



Student Handbook / (Kimberly & APS)

The student handbook for both APS and Kimberly Elementary School can be found using the following link: <https://www.atlantapublicschools.us/domain/640> Please be sure to review both handbooks for policies and procedures.

Important People to Know:

Principal's Secretary	April Williams	april.williams1@atlanta.k12.ga.us	(404) 802-7610
Assistant Principal	Kristy Reese	kristy.reese@atlanta.k12.ga.us	(404) 802-7607
School Counselor	Crystal Reed	clreed@atlanta.k12.ga.us	(404) 802-7609
Instructional Coaches	Donesha Bolden (ELA/SS) Tamieka Grizzle (MTH/SCI)	donesha.bolden@atlanta.k12.ga.us tamieka.grizzle@atlanta.k12.ga.us	(404) 802-7608
Special Ed Lead Teacher	Brandolyn Bradley	brandolyn.bradley@atlanta.k12.ga.us	(404) 802-7615
Clinical Therapist	Cheryl Williams	cheryl.williams@atlanta.k12.ga.us	(404) 802-7626
Social Worker	Shayla Snipes	shayla.snipes@atlanta.k12.ga.us	(404) 802-7625
Parent Liaison	Denise Turner-Mills	denise.turnmill@atlanta.k12.ga.us	(404) 802-7612
School Nurse	Lakeisha Coates	lakeisha.coates@atlanta.k12.ga.us	(404) 802-7613

School Clerk / Registrar	Iris King	iking@atlanta.k12.ga.us	(404) 802-7600
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