

Martin Luther King Jr., Middle School

Parent Guide to Virtual Learning



2020-2021

Mr. Paul W. Brown, Principal

Mr. Thomas Dow, 8th Grade Assistant Principal

Mrs. Kelli Swinson, 7th Grade Assistant Principal

Ms. Nicole Willingham, 6th Grade Assistant Principal

Ms. Diana Lockett, Assistant Principal of Instruction

Principal's Message



ATLANTA
PUBLIC
SCHOOLS

PAUL W. BROWN
PRINCIPAL

M.L. KING, JR. MIDDLE SCHOOL
545 HILL STREET, SE
ATLANTA, GEORGIA 30312
PHONE (404) 802-5400

August 14, 2020

Hello King Family,

As the proud principal of Martin Luther King, Jr. Middle School, I am extremely excited to welcome you to the start of the 2020 school year. While this year is different from all the rest, our goals for the school year are still the same. We will work together to support each other, work hard in our classes, and make the most of every opportunity available to learn and share new things.

To our parents, thank you for choosing our school. To our students, thank you for what I know you will do this school year, and that is grow academically through hard work and perseverance. At our school, all students will have the opportunity to receive a “World Class” Education! I am ecstatic to say that Martin Luther King, Jr. Middle School became an authorized International Baccalaureate World School in October 2019. As a member of our Jaguar family, you will experience the transformational power of IB.

Students, it is our belief that King Middle School has the best students and it's our job to give you the best education. For this to happen, we need students to conduct yourselves in the King Way, even in a virtual setting.

Be Respectful-to yourselves and others.

Be Responsible-work to best of your ability.

Be Safe-follow all school and classroom rules.

Parents, in this virtual setting, it is extremely important that we have your current contact information. If you have made any changes, please make sure that we have your updated information on file. Please contact Ms. Walker at 404-802-5412 with any new information.

In preparation for the new school year, here are some important dates and instructions:

➤ ***Friday, August 20th: Test Run at 11:00 am***

We will be conducting a test run on Friday to check our internet connections and allow students to practice logging in to their Google Classrooms.

STUDENTS BE SURE TO LOG IN ON THE PRACTICE DAY. THERE WILL BE A SECRET QUESTION IN EACH OF YOUR CLASSROOMS THAT ONLY YOU CAN ANSWER. YOU WILL EARN 100 PARTICIPATION POINTS FROM YOUR TEACHER IN EVERY CLASS YOU LOG INTO ON FRIDAY!

➤ **Students, to access your Google Classrooms:**

Go to MyBackPack (<https://launchpad.classlink.com/atlanta>)

Log in Instructions for MyBackpack:

- Username: First Initial, Last Name, last four digits of school ID Number (ex: PBrown5400)
- Password: Lunch ID Number
- Once in MyBackPack go to Google Classrooms.
- Click "Join"-Be sure to accept invitations from all your teachers.
- **Now you are ready for the first day of school!**

➤ ***Monday, August 24th: First day of school; 8:50 am (this will be the same process used to practice logging in on Friday)***

- To access your Google Classrooms, go to MyBackPack
- Once in MyBackPack, go to Google Classrooms and follow your schedule.
- Click "Join." - Be sure you have accepted all your teacher's invitations

To our returning students and parents, welcome back! We missed you. To our new students and parents, welcome to Martin Luther King, Jr. Middle School. We are excited to have all of you join our King Family!

Let's make it a great year of learning!

Paul W. Brown
Principal



Welcome back to school from your King Middle PTSA!

As we all well know, this is sure to be a school year like none other, but with the leadership of our excellent and experienced administration, caring teachers and staff along with a committed and connected GO Team and PTSA, know that we're all going to do everything we can to support one another and make this a good and positive year for our students and families.

One of the things that will be even more key this year is communication. In collaboration with the school, PTSA worked hard last year to increase all forms of communication out to families and we will continue to do even more of that this year. To that end, please make sure to sign up to receive PTSA updates by joining Memberhub at <https://mlkingjrmiddleschool.memberhub.com/join> Request key: qgsf4r You must create an account, but by doing so you have access to all of our PTSA information at one time and can join PTSA, which we always encourage since a portion of our dues go to supporting the state and local branches of the PTA which provide us with a lot of valuable resources.

This year our focus for PTSA will be the same as always--supporting and connecting families, students, teachers and staff- but we'll be doing it differently. There will be no large gatherings and little done inside the building, instead we'll focus on areas of need for our families and staff as we deal with the effects of COVID. One way we'll be doing this will be a closet of sorts that we'll fill with any supplies that will help our families and staff during this time. At King, we are a school family and we support one another, so for those who are able, we'd love your help in filling this closet when the time comes so please stay posted for details.

We will have PTSA meetings but they will be virtual with the first one taking place Thursday, August 27th at 6 pm. The Zoom details will be posted on our FB page, sent out through MemberHub and through Infinite Campus Messenger (make sure the school has your updated information!). We definitely want your participation and feedback so please plan to tune in. We're here for YOU, so we need your feedback and new ideas, particularly as we start this unprecedented school year.

Since we won't be seeing each other as often, we want to make sure we're still just as accessible. If you ever need to reach us you can do so by emailing us at kingmiddleschoolnews@gmail.com. Please, never hesitate to reach out.

We're looking forward to serving and working with you this school year and hope to SEE you on the 27th!

Your King Middle PTSA Board,

President: Katie Howard

Vice President: Debbie Cartee

Treasurer: Scott Reinblatt

Corresponding Secretary: Terri Wallace

Communications Secretary: Jason Royal



Ms. Nicole Willingham, Assistant Principal

Mr. Reginald Carter, Counselor

Dr. Angel Ashley, Special Education Lead Teacher

King Jaguars: # WorldClassEducation

King Middle School Virtual Instructional Schedule

8:50A-9:10A Morning Staff Meeting for All Employees		
Period	Time	Instruction
ADVISORY	9:15-9:40	Second Step/SEL or IB Activities
1st Period	9:45-10:15	Virtual Instruction
	10:15-10:30	*Independent Work
Break	10:30-10:40	Transition to next class
2nd Period	10:40-11:10	Virtual Instruction
	11:10-11:25	*Independent Work
Break	11:25-11:35	Transition to next class
3rd Period	11:35-12:05	Virtual Instruction
	12:05-12:20	*Independent Work
Lunch/Break	12:20-1:00	Lunch and transition to next class
4th Period	1:05-1:35	Virtual Instruction
	1:35-1:50	*Independent Work
Break	1:50-2:00	Transition to next class
5th Period	2:00-2:30	Virtual Instruction
	2:30-2:45	*Independent Work
Break	2:45-2:55	Transition to next class
6th Period	2:55-3:25	Virtual Instruction
	3:25-3:40	*Independent Work
Connections Classes	3:45-4:30	Office/Communication/Planning

During homeroom, students will engage in Social Emotional Learning (SEL) and the last ten (10) minutes of advisory students will view announcements for school news, updates on activities, IB student of the month recognitions, and the principal’s message. Students are to log into the google classroom according to their grade level schedule to access information for each class. Students will engage in 45 minutes of daily instruction for each class. The first 30 minutes will be live virtual instruction with their teachers and the last 15 minutes is independent practice for each class.

Students will log in and interact with their teachers and peer every day, during each class period, teachers will engage students in live session, independent/group practice with support, and summarizing activities to capture the daily learning objectives. There may not be a new lesson every day. Teachers may need to chunk the lesson for more than one day.

Virtual Learning Practice

While we are learning virtually, homework will not be assigned. Students will be encouraged to practice. We have built-in time during the instructional schedule for independent practice (15-minute independent work). Independent practice/work takes place in the last 15 minutes of each class. During independent practice, students will work with little to no

assistance. Independent practice/work allows students to have a chance to reinforce skills and synthesize their newly acquired knowledge by completing a task or series of tasks on their own and without the teacher's direct guidance. Students may need some support from the teacher, and they can ask for assistance, but we must empower students to try to work through tasks independently before asking for help from the teacher. Here are some examples of independent practice/work, but not limited to:

- completing tasks assigned in class
- a virtual lab report
- practice playing an instrument
- taping yourself practicing basketball layups for 15 minutes
- any assignment that the teacher assigns for independent work

Assigning Independent Work/Practice

Independent Work/practice is assigned daily. Practice should not take the student more than 15 minutes to complete per subject. The 15 minutes includes the independent work time in the virtual instructional schedule. If your child needs additional time completing practice assignments beyond the 15 minutes. Please contact the teacher to discuss your concerns.



Mrs. Kelli Swinson, Assistant Principal

Mr. Johnathan Khabeer, Counselor

Dr. Angel Ashley, Special Education Lead Teacher

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Ms. Shirley McCoullough, Counselor

Dr. Angel Ashley, Special Education Lead Teacher

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Virtual Learning Expectations

- Students can log in at the designated time of the class. They will begin with the opening task, note the time of the live lesson/instruction and log in accordingly.
- If a teacher is using Zoom for a lesson, students must sign into Zoom using their student name; teachers will admit students from the waiting room.
- We suggest that students turn on their video “on” during Zoom live instruction to maximize engagement.

Teachers will instruct students on procedures for “un-muting”.

- Students must mute their microphone when logging into Zoom sessions; the teacher will unmute students during specific times during the instruction period for question/answer.
- Students are expected to be dressed appropriately for all classes (school appropriate clothing).
- Students are expected to be working from a table or desk as if they are learning at school, away from as many distractions as possible (for example, students should not attend class while lying in bed).

- Students are expected to follow the Atlanta Public Schools (APS) Code of Conduct and King Middle School Parent/Students Expectations.

Any behavioral or discipline infractions that occur in a digital learning environment will be subject to consequences as instructed by APS, including (but not limited to): Zoom Bombing, Inappropriate attire, Offensive language (racially charged, profanity, etc).



If your child needs additional support learning. All students can attend the following daily Help Days/Times with team teachers. Teachers will be online for support during the times below. School Wide Tutorial will start the week of September 21, 2020. Tutorial will be held 4:30 pm - 5:30 pm.

- Mondays – Math/Science
- Wednesdays – Lang. & Lit. / Ind. & Soc.
- Thursdays – Lang. Acquisition / Connections



Teachers will also be available for individual virtual conferences with parents/students during teacher office hours 3:45pm -4:30pm.



Teachers will record attendance during the work period; students must be logged into their scheduled class beginning of the each period. Teachers will record their live zoom instruction and post the recorded lesson in their google classroom. It is the student's responsibility to access the recorded lesson if he/she is unable to log on during the live instruction (it will be available in the teacher's google classroom labeled by week and date).



Student assignments will be posted in teachers individual google classrooms (see syllabus for class code). King teachers will utilize the following platforms for daily instruction:

- Google classroom
- Nearpod
- Amplify
- Classworks
- IXL
- Thinking Maps

The digital platforms can be accessed through APS MyBackpack.

My Backpack help desk:

Need Help Logging In?



- For general questions or concerns please email helpdesk@classlink.com or by call 1-888-963-7550 ext. 101.



Please review individual teacher's syllabus for weekly grades, assessments, grade weights, and make-up work policies. Teachers will input two grades a week in infinite campus.

Classroom Grading & Evaluation Policy

Students will receive a grade based on the following categories:

Test/ Quizzes	25%	A	100-90
Class work	50%	B	89-80
Projects	15%	C	70-70
Practice	10%	F	69-0
Total	100%		



Parental Support and Buy-In

A few helpful tips to support your child during virtual learning:

Provide Structure at Home

- Identify an appropriate place to attend live instruction in your home
- Ensure your child has the necessary materials to be successful

State Expectations for Your Child to Follow the Day's Schedule

- Teachers are available during the published academic times. Live instruction will be recorded should a student be unable to attend.
- Help sessions are available during scheduled time; teachers will communicate these opportunities to students.
- Teacher hours are 8:50 am - 4:30 pm. Your child's teachers may not be available to answer questions outside of these hours.
- Please know the teacher's work-day will end at 4:30pm. Please allow them time to work with their personal children after hours and attend to their family.

Encourage Your Child to Do the Following in EVERY class:

- Be Mentally Present
- Resist the urge to multi-task
- Encourage your child to take breaks by stretching, eating a snack, or going to the restroom during their schedule break time

Participate in the Class

- Raise hand to ask/answer questions
- Ask a question in the chat
- Respond to questions in the chat
- Complete tasks as they are assigned
- Unmute Microphone to
- Have FUN and ENJOY LEARNING
- Be an active participant

Monitor Your Child's Progress

- Check Grades in the Parent Portal.
- Read e-mails from your child's teachers.

Check- in with your Child

- Have discussions with your child about school.
- Ask your child about each day's homeroom announcements and advisement
- Ask your child what he/she is learning.
- Ask your child about his/her daily assignments.
- Ask your child how he/she is maintaining their social-emotional wellness.
- Ask your child about the learner profile and approaches to learning skill of the month

Please reach out to the school for support: teacher, counselor, or assistant principal.



Lunch/ Food Distribution

Starting August 24 – the first day of school – APS meals will only be distributed to APS students. All APS families must pre-order meals for each week through the MySchoolBucks online pre-order system. Those orders must be placed no later than one week before distribution. For example, for the five-day meal bag on Monday, September 7, your order must be placed no later than Monday, August 31. Once in the pre-order system, you can select whether you will pick up the meals at one of the 12 school distribution sites or if your meals should be delivered via one of the middle school bus routes identified. **Families paying for meals will need to submit payment through the My School Bucks online payment system. Schools will not be collecting money for school meals.**

<https://www.atlantapublicschools.us/Page/63224>



Technical Support for Digital Bridge Laptop (404) 802-1000



Communication

Social Media

School website: <https://www.atlantapublicschools.us/king>

School Facebook: <https://www.facebook.com/KingMiddleSchoolAtlanta/>

School Twitter: https://twitter.com/king_jaguars

PTSA Facebook: @kingmiddleschoolpta

PTSA Instagram: @kingmiddlepta

PTSA Member hub: @mlkingjrmiddleschool

Emailing staff: King staff members can be contacted using the APS email address.

Administrators, Counselors, Support Staff

Name	Email
PAUL BROWN	pwbrown@atlanta.k12.ga.us Principal
ANGELIA SPENCER	aspencer@atlanta.k12.ga.us PRINCIPAL'S SECRETARY
BARBARA SHEA	bshea@atlanta.k12.ga.us SCHOOL BUSINESS MGR.
NICOLE WILLINGHAM	ndwillingham@atlanta.k12.ga.us 6 TH GRADE AP
KELLI SWINSON	swinsonk@atlanta.k12.ga.us 7 TH GRADE AP
THOMAS DOW	thomasdow@atlanta.k12.ga.us 8 TH GRADE AP
DIANA LUCKETT	dluckett@atlanta.k12.ga.us CURRICULUM AP
REGINALD CARTER	rlcarter@atlanta.k12.ga.us 6 TH GRADE COUNSELOR
JONATHAN KHABEER	Jonathan.khabeer@atlanta.k12.ga.us 7 TH GRADE COUNSELOR
SHIRLEY MCCULLOUGH	smcullough@atlanta.k12.ga.us 8 TH GRADE COUNSELOR
ANGEL ASHLEY	aashley@atantal.k12.ga.us

	SPECIAL ED LEAD TEACHER
TONYA LEVERETTE	tleverette@atlanta.k12.ga.us SOCIAL WORKER
KIMBERLY WALKER	klwalker@atlanta.k12.ga.us REGISTRAR
ANGELA ALEXANDER	Angelyn.alexander@atlanta.k12.ga.us NURSE
SHERINNE BEASLEY	snbeasley@atlanta.k12.ga.us CLERK
SHEKELA EDWARDS	sedwards@atlanta.k12.ga.us IB COORDINATOR/ PARENT LIAISON
KALISHA GEORGE	kgeorge@atlanta.k12.ga.us MEDIA SPECIALIST
OFFICER ARTIS	Walter.artis@atlanta.k12.ga.us RESOURCE OFFICER
TURQUOISE MANSFIELD	Turquoise.mansfield@atlanta.k12.ga.us RTI/SST
MELANIE KINARD	mkinard@atlanta.k12.ga.us SCHOOL PSYCHOLOGIST
KENNETH ATWATERS	katwaters@atlanta.k12.ga.us GRADUATION COACH
JOHNNIE FORD	jlford@atlanta.k12.ga.us INSTRUCT. COACH ELA/SS
LATONYA BANKSTON	lbankston@atlanta.k12.ga.us INSTRUCT. COACH MATH/SCIENCE
BEVIN CARPENTER	Bevin.carpenter1@atlanta.k12.ga.us BEHAVIOR SPECIALIST

Teachers

Learning Community 1 Grade 8	Email and Subject	Learning Community 2 Grade 6	Email and Subject
Rashida Davis	radavis@atlanta.k12.ga.us ELA	Eneas Deveaux	Eneas.Deveaux@atlanta.k12.ga.us Math and Science
Tanesha Calhoun	txcalhoun@atlanta.k12.ga.us Math	Monique McGee	mpmcgee@atlanta.k12.ga.us Language and Literature Individuals and Societies
Maria Aguiar	Maria.aguiar@atlanta.k12.ga.us World Language (Spanish)	Genia Wilson	wilsongn@atlanta.k12.ga.us Advanced Math Support
India Mason	India.mason@atlanta.k12.ga.us Science	Thomas Pearson Rose Jones	Thomas.pearson@atlanta.k12.ga.us Rose.jones@atlanta.k12.ga.us Math & Science

Amaryllis Jones	amajones@atlanta.k12.ga.us Individuals and Societies	Suzanne Parker Sabrena Tichenor	sparker@atlanta.k12.ga.us Sabrena.tichenor@atlanta.k12.ga.us Language and Literature Individuals and Societies
Learning Community 3 Grades 7 & 8	Email and Subject	Learning Community 4 Grade 8	Email and Subject
Shonda Trice 7 th Grade	Shonda.trice@atlanta.k12.ga.us Math and Science	Jalisa Brown	Jalisa.brown@atlanta.k12.ga.us Math
Andrea Bowers 7 th grade	Andrea.porter@atlanta.k12.ga.us Language and Literature and Individuals and Societies	Stephanie Myers	Stephanie.myers@atlanta.k12.ga.us Language and Literature
Shondel Robinson 8 th grade	Shondel.robinson@atlanta.k12.ga.us Language and Literature and Individuals and Societies	Lea Durdin	Lea.durden2@atlanta.k12.ga.us World Language (Chinese)
Erin Sniatecki 8 th grade	Erin.sniatecki@atlanta.k12.ga.us Math & Science	Dionne Williams- Holland	dmwilliams@atlanta.k12.ga.us Science
Kamilah Pettway Grades 6-8	krose@atlanta.k12.ga.us Reading	Kandy Wilkinson	kwilkinson@atlanta.k12.ga.us Individuals and Societies
Learning Community 5 Grade 6	Email and Subject	Learning Community 6 Grade 6	Email and Subject
Devyn Hegwood	Devyn.hegwood@atlanta.k12.ga.us Language and Literature	Darryl Smith	Darryl.smith@atlanta.k12.ga.us Language and Literature
Micheala Lowe	Micheala.lowe@atlanta.k12.ga.us Math	Ericka Davis- Hamilton	ehamilton@atlanta.k12.ga.us Math
Jorge Cisneros- Perez	Jorge.perez-cisneros@atlanta.k12.ga.us World Language (Spanish)	Briannon Jarrell	Briannon.jarrell@atlanta.k12.ga.us Individuals and Societies
Kianna Reid	Kianna.reid@atlanta.k12.ga.us Science	Benton Washington	Benton.washington@atlanta.k12.ga.us Science

April Ellis	amellis@atlanta.k12.ga.us Individuals and Societies	Rashaun Mullholland	Rashaun.mullholland@atlanta.k12.ga.us World Language (Chinese)
Bodicia Ridley	bridley@atlanta.k12.ga.us Math	Elizabeth Prather Andrea Carter	emann@atlanta.k12.ga.us ELL abcarter@atlanta.k12.ga.us ELL
Learning Community 7 Grade 7th	Email and Subject	Learning Community 8 Grade 7th	Email and Subject
Chance Howard	Chance.howard@atlanta.k12.ga.us Language and Literature	Tiffany Curry	Tiffany.curry@atlanta.k12.ga.us Math
Sareka Bushrod	Sareka.bushrod@atlanta.k12.ga.us Math	Tarana Ramey	Tarana.ramey@atlanta.k12.ga.us Language and Literature
Iija Sibley	lija.sibley@atlanta.k12.ga.us Individuals and Societies	Victoria Weaver	voneal@atlanta.k12.ga.us Science
Wayne Lomax	Wayne.lomax@atlanta.k12.ga.us Science	Lynette Marrs-Burkes	Imburks@atlanta.k12.ga.us Individuals and Societies
Timothy Henry	Timothy.henry@atlanta.k12.ga.us World Language (Spanish)	Ian Cohen	ian.cohen@atlanta.k12.ga.us World Language (Chinese)
Connections	Email and Subject	Connections	Subject
Brian Dawson	Brian.dawson@atlanta.k12.ga.us Business Education	William Briggs	William.briggs@atlanta.k12.ga.us Visual Arts
Isaac Taylor Joretta Kelly	Isaac.taylor@atlanta.k12.ga.us Swimming and Health jkelly@atlanta.k12.ga.us Swimming and Health	Toni Butts	tbutts@atlanta.k12.ga.us Orchestra
Vernetta Jenkins	Vernetta.jenkins@atlanta.k12.ga.us Audio/Visual	Jerry R. Chapman	Robinson.chapman@atlanta.k12.ga.us Band/General Music
Abram Manning Coach Butts	avmanning@atlanta.k12.ga.us PE Robert.butts@atlanta.k12.ga.us PE	Alexia Leavy	Alexia.leavy@atlanta.k12.ga.us Chorus

Kimberly Crawford	kmcrawford@atlanta.k12.ga.us	Brittani McDuffie-West	bmwest@atlanta.k12.ga.us
Lois Weaver	SID/PID lweaver@atlanta.k12.ga.us SID/PID		Theater Arts and Dance

Paraprofessionals

Instructional Paraprofessionals	Email
Kathy Davis	kedavis@atlanta.k12.ga.us
Cassandra June	cjune@atlanta.k12.ga.us
Betty McClusky	Betty.mcclusky@atlanta.k12.ga.us
Etta C. Mitchell	ecmitchell@atlanta.k12.ga.us
Christopher Rosser	chrosser@atlanta.k12.ga.us
Taylor Swain	Taylor.swain@atlanta.k12.ga.us
Omar Taylor	Omar.taylor@atlanta.k12.ga.us
Tyler Fite	Tyler.fite@atlanta.k12.ga.us