

Pre-Instruction Meeting/Video Suggestions

Topics for Pre-Instruction Meeting/Video:	Important Questions
All about you, an introduction to their fabulous teacher	<i>Tell them about you – building rapport is essential! What do you like to do? What is unique about you? What inspired you to teach?</i>
Introduction to your Learning Management System (LMS)	<i>What is your LMS? Where is your LMS located and how do parents and students sign in? How do you use the LMS? Where are assignments submitted?</i>
Introduction to technologies/ apps you plan to use to communicate with parents Get permission forms ready if any technologies/apps require parental permission	<i>What are some of the technologies and/or apps you plan to use? Do these technologies or apps require parental permission?</i>
Assistive Technologies for Students with Disabilities	<i>Do parents and students know how to use the assistive technologies? i</i>
Student Workspace: free of distractions & clutter	<i>Explain the importance of a distraction free workspace. Discuss known distractions – surfing the internet, cell phones, video games, and the importance of maintaining distance from these distractions. Is the student's workspace distraction free?</i>
Student Organization – Elicit parent help	<i>If synchronous, where will a student store links to classes? How will a student organize assignments (to-do list, printable calendar, virtual planner or calendar)? Do parents have access to the calendar to monitor their child's assignment completion?</i>
How do you plan to communicate with parents?	<i>How will you communicate with parents and students? When are your office hours?</i>
Syllabus Review, Class Expectations for attendance, behaviors, positive behavior intervention supports	<i>The nuts and bolts of your class. What are course requirements? Do you plan to share your PBIS or token economy with parents so they can participate and wrap behavior management strategies?</i>
Explain the importance of a self-regulated learner (goal setting, self-monitoring, reflecting, advocating) Find out more about your student's skills through an assessment for parents to complete: https://micourses.org/resources/pdf/toolkit/Interactive_OnlineLearningReadinessRubric.pdf	<i>Michigan Virtual Research Center has an Online Learner Readiness Rubric that parents can use to assess their child's readiness for virtual learning. Parents can complete the rubric and submit it to the teacher before classes begin. This could be a first assignment to introduce your parents and students to the LMS.</i>