

Ms. Melies

kmelies@lexington.k12.mo.us



I teach **Technical Theatre, Speech I, Theatre I, Oral Interpretation, Debate & Film (Spring Semester)** and will be in charge of **Launch Recovery** students 7th & 8th hour as well.

I am the director for Lexington High School's musical, play, competitive one act, and readers' theatre. I also am the head speech & debate coach. If you are interested in any of these, please contact me. We would love to have you join us!

Each student in my classes has been invited into the corresponding Google Classroom for their assigned hour. If any parent or guardian would like to be added to the classroom, please email me with your name, the name of your student, and your preferred email address.

Our daily schedule is as follows:

1st hour 7:45-8:34 - Technical Theatre
2nd hour 8:38-9:27 - Planning Period
3rd hour 9:31-10:20 - Speech I
4th hour 10:24-10:54 - Seminar
5th hour 10:58-11:18 - Speech I
6th hour 12:10-12:59 - Theatre I / Oral Interpretation
7th hour 1:03-1:52 - Launch Recovery
8th hour 1:56-2:45 - Launch Recovery



Expectations:

In-person classes-

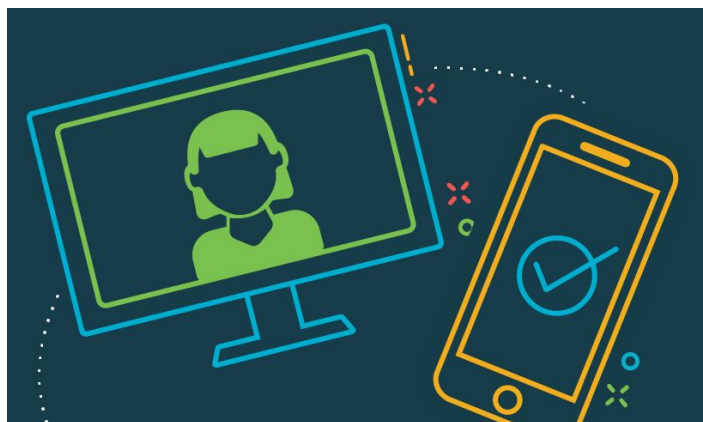
1. **Materials:** You **MUST** come to class with your own materials. There will be very few extra Chromebooks for checkout and community materials are not allowed this year. In order to be prepared, you must supply your own paper, writing utensil, and the Chromebook issued to you at the beginning of the year. Your device should be **CHARGED** before coming to class. Although I have lots of plug-ins for devices, your cords will not all reach them, and you cannot move closer to the plug-in.
2. **Seating:** Everyone will have an assigned seat and will be expected to remain in that seat for the duration of the class, unless otherwise directed. This allows for limited exposure to others' germs and allows us to complete contact tracing if necessary. Wandering around the classroom is **NOT** allowed for the same reason. You are to come into the classroom, find your seat, and remain there until the bell rings. Congregating by the

doors before & after class is not allowed for the same reasons. Due to space limitations and class content, students are expected to remain masked during class.

3. **Phones** are allowed in place of a Chromebook if necessary, but you must let me know ahead of time.
 - a. Phones should NOT be used while I'm providing direct instruction. You may use them during work times. If you are unsure if you can use your phone, just raise your hand and ask.
 - b. Headphones/earbuds must be used with any audio on Chromebooks or phones.
 - c. If you are misusing ANY device (phone OR Chromebook), I will ask you to correct the behavior. If you continue to violate the device expectations, I will help you by keeping it for you at my desk for the remainder of the hour. Multiple violations will result in parent contact and/or office referral.
4. **Technology expectations:** We will use Google Classroom and email, as well as other programs, to navigate this year with as little shared materials and paper goods as possible. I will provide you with the proper training at the beginning of the year, and a link to additional training will be posted in your classroom. These will be easy to find by utilizing the Topics box on the left. This will also hold a copy of the class syllabus, important class resource tools, or any other frequently utilized materials for our class. If you are unsure of how to use any of the technology, please ask.
 - a. MOST assignments will be submitted online using Google Classroom. Not having a Chromebook is not an excuse. You have been issued one and are expected to bring it daily
 - b. DO NOT share your work with me. That is not the same as turning it in on Google Classroom.
 - c. YOU MUST use the Classroom Assignment provided to you for your assignments. If you start an assignment on a random DOC, you will be expected to copy and paste it into the assignment in the Classroom Assignment. Failure to do so will affect your grade.

Virtual Classes-

We will still have class, even if the weather is bad, we become partially, or completely quarantined! We will still utilize Google Classroom in the EXACT same ways as any other day. You will just get the added bonus of videos of me giving you virtual lessons when necessary. You will log into your Google Classroom and complete the work as assigned. I will try to use the same programs in class and when we are virtual so that things are as



streamlined as possible. While this will require a little more training on technology to start with, it will make any extended absences easier to adjust to.

If you are someone who has elected to do all virtual learning, you will need to utilize the Google Student Cheat Sheet to help you through any technology issues. This will be available for all students, but might be easier for those participating in in-person classes with the additional aid of hands-on instruction and practice.

HELP!!! This is OVERWHELMING!

It's okay to be overwhelmed. I am a little overwhelmed, too! The truth is we are ALL learning together, which means we should be able to help each other. If you have any questions, please email me and I will do my best to help you. If we are in school in-person, just ask! I can't help you if I don't know that you need my help. We WILL make this year awesome, even if we have to try a little harder to get it that way.

