

# Luxmanor Elementary School

Montgomery County Public Schools  
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Dear Luxmanor Families,

Last night the Board of Education approved the school system's virtual learning schedule for the first semester of school. While you will receive specific details from your child's teacher regarding their specific daily schedule, below I have listed some key points for you.

- The student day will begin at 8:45 a.m. and end at 3:15 p.m.
- 8:45 – 9:00 a.m. will be set aside for students to prepare for instruction, just like they would do if they were in school. They can gather their materials, turn on their devices and log into the ZOOM session, etc.
- Live instruction begins at 9:00 a.m. for all students.
- All instruction is live. Students will have reading and math every day of the week.
- Students will have art, music and pe once a week.
- All students will have lunch from 11:30 am to 1:00 pm.
- There will be built in time for all classes to conduct class meetings and SEL lessons.
- There will be daily blocks of time each day for teachers to work with small groups. During this time, every student will not join the teacher for this small group work. Students not working in the small group will have the opportunity to work independently on class work or utilize this as a break time.
- There are break times built into the schedule for students to have some down time off the screen.
- Wednesdays will be a half day. Students will receive live instruction from 9:00 am – 11:30 am in reading and math. The afternoons will be used by teachers to work with small groups, plan for instruction and attend professional development.

Below is a general schedule for each grade level. These times are fluid and may change slightly as the teachers determine what works best for their classrooms.

<b>Grade Level</b>	<b>SEL/Class Meeting</b>	<b>Reading</b>	<b>Math</b>	<b>Specials/Science/ Social Studies</b>	<b>Lunch</b>	<b>Small Group Instruction</b>
Kindergarten	9:00-9:20	9:20-10:00 1:00-1:45	10:15-11:30	1:50-2:30	11:30-1:00	2:45-3:15
1 <sup>st</sup>	9:00-9:20	10:15-11:30	2:00-3:15	1:00-1:40	11:30-1:00	9:30-10:00
2 <sup>nd</sup>	10:30-10:45	9:00-10:15	1:20-2:35	10:50-11:30	11:30-1:00	2:45-3:15
3 <sup>rd</sup>	10:45-11:00	1:00-2:30	9:00-10:15	2:35-3:15	11:30-1:00	11:00-11:30
4 <sup>th</sup>	1:00-1:20	9:00-9:45 10:45-11:30	1:20-2:35	9:55-10:35	11:30-1:00	2:45-3:15
5 <sup>th</sup>	9:50-10:10	10:45-11:30	2:00-3:15	9:00-9:40	11:30-1:00	10:10-10:40

		1:00- 1:45				
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We also have a modified school [supply list](#) with items we think will be beneficial for your child to have during virtual learning.

You should have received an email from MCPS with your ParentVue information, as well as your child’s Google login and password information. Some parents have reported that this email went into their spam folder. If you have not received this information you can call 240-740-7020 Monday-Friday between 7:00 a.m. and 8:00 p.m. or email [communitytechsupport@mcpsmd.org](mailto:communitytechsupport@mcpsmd.org).

You should have also received an email from your child’s teacher with information about the open house on Thursday, as well as their Back to School Night. If you have not received this email, please call the school so we can get this information sent to you.

Your children will be logging into ZOOM often for their classes. You can use this [information](#) to help you with the sign in process. We will post this on our website as well.

I want to apologize for the lateness of all of this information. With the move to virtual learning and the Board of Education having to approve everything, our normal communication times have unfortunately been pushed back. I will always try my best to get you the most updated information as soon as possible. The Maryland Board of Education will be meeting on September 1<sup>st</sup>. There is a possibility that they may change their requirements for the amount of time students receive live instruction. If there is any change after this meeting that impacts our schedule, I will let you know.

If you have not been able to pick-up a Chromebook and reading/math materials for your child, please call school to set up a time to drop by to pick them up.

I am looking forward to another school year at Luxmanor and can’t wait for the day when we can welcome your children into the building!

Sincerely,  
Ryan D. Forkert  
Principal