

Dear Families,

I hope this email finds you doing well after a beautiful weekend. I woke up early today because I am so excited to see your students.

This week is our second week of new learning. You will be getting the next week's lesson plans from your classroom teachers tomorrow morning. You can also check the NW website for these plans and all documents as well. [Here](#). \* HINT: Use Internet Explorer to open documents if you're on a desktop/laptop. This allows most PDFs and other documents to be read outloud.

**Things from me this week:**

**Please continue to check my Canvas Course.**

- a. Things you'll find there by tomorrow.**
  - i. Weekly Reading, Writing, Math and Social Skills Lessons from me.
  - ii. The Family Resource Section will continue to get new pages.
- b. Things you will find there by Thursday Morning.**
  - i. Supports to help you complete assignments from your teachers.
  - ii. Please look at the supports I posted last week to see an idea of what I'll be posting to help both you and your students.

**Microsoft Teams**

- 1) If you have any questions or need of help still, please call the Tech Department directly. 715.852.3411
- 2) Most of your students will have social skills groups on Monday mornings.
- 3) If your student and I work together on reading, writing, or math we should have an additional time to meet together. If we don't have this on our calendar- please call me, or email me so we can get a time figured out.

**Office Hours on Microsoft Teams**

Shortly after I send this email, I'll be inviting your student to a few different opportunities on Microsoft Teams. These "office hours" will be times where an assistant will be on willing to help you student complete assignments from their

classroom teachers. Please use these office hours to pop in and get help completing work if needed.

10:00am-11:00am EVERYDAY Ms. Ellie will be on to support Kindergarten and 1<sup>st</sup> graders.

11:30am-12:00pm WEDNESDAYS Ms. Allsion will be on to support 2<sup>nd</sup> graders completing their math assignments.

### **Mrs. MacLeod's Office Hours**

Thursdays are my day I might be checking in with you via email or text to see how things are going. I have my morning open to support you- problem solve, check in with teachers, check in with other service providers, etc. Please let me know if you'd like to schedule a meeting together on Thursdays and I can try to include other IEP team members if needed.

I look forward to supporting your students and you during this next week of learning.

*Mary MacLeod*

Northwoods Elementary

Special Education Teacher

320-318-1088 (Leave a message or send text)

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