



HARVEST CHRISTIAN
A C A D E M Y

E-Learning Program~ Frequently Asked Questions

Zoom Recommendation

We know that some students have opted to set up their own Zoom accounts. Please be sure to

“Enable Waiting Room” - directions are [here](#). This allows the host to individually allow each guest to join the call and can ensure they don’t inadvertently allow unwanted visitors to the call.

Frequently Asked Questions

What is Zoom?

Zoom is a conferencing platform that will allow our school to have classrooms meet virtually. Teachers will host classes virtually.

For middle school and upper school, your student is to login to Google classroom in the morning and click on their first period class to start the day. Directions will be posted there by each teacher with a link to the Zoom classroom. Other learning activities and instructions will be posted in google classroom. If your student did not previously use Google classroom for a specific period, they have been set up to join. Bell schedule is [here](#).

These classroom environments will be recorded and archived. We are doing this for two reasons:

- to be able to post the material to google classroom in case a student experiences technical difficulty or is unable to join for some reason.
- to best comply with our child protection policy and maintain a record of the interaction.

How can I access Zoom links?

Your teacher will provide you with links to your Zoom classes via google classroom.

Are there Zoom classes for electives?

For Preschool and Lower School, your student may have information posted on Class Dojo for Music, P.E. or Art activities to complete at home.

For Middle School or Upper School, yes. If a student is taking art, music, PE, Culinary Arts or IDR there are classrooms for those courses as well. We have planned activities that will help to continue the development of each student in all areas. If your student has a study hall or learning lab, there will not be a class during that time. They should log into their next class at the next period.

Are there Zoom classes every day?

Here is the schedule we are following for the week of March 30.

Monday, March 30 - No school; Planning day for teachers

Tuesday, March 31 - Thursday, April 9

Friday, April 10 - No school; Good Friday

| A-Day | B-Day |
|---|---------------------------------------|
| 8-9 AM Period 1 | 8-9 Period 5 |
| 9-10 AM Period 2 | 9-10 Period 6-MS-IDR Book Club |
| 10-11 AM Period 3 | 10-11 Period 7 |
| 11-12 Period 4 | 11-12 Period 8 |
| 12-1 AP: AP Lit APUSH APCOMPSCI | 1-2 AP* AP Gov AP Lang APHUG |
| AP STATS-By Teacher Appt AP CALC-By Teacher Appt | |

MS Office Hours 1-2 PM via Email reply by 4 PM

HS Office Hours 1-2 PM via Email reply by 4 PM

Outside of those hours, by 4 PM the next day.

| March 31 (Tue) | April 1 (Wed) | April 2 (Thur) | April 3 (Fri) |
|----------------|----------------|----------------|---------------------------------|
| A Blue | B Blue | A Gold | B Gold 12:05-12:35 Chapel |
| April 6 (Mon) | April 7 (Tues) | April 8 (Wed) | April 9 (Thur) |
| A Blue | B Blue | A Gold | B Gold |

What are virtual office hours?

If you see Virtual Office Hours on the schedule, this is simply a scheduled time where students can reach their teachers to get more immediate help or ask questions. Students should send an email to ask questions or clarification and if a Zoom call is needed, teachers can facilitate one. They can always contact their teacher via email or post a question on google classroom (MS/US) or Class Dojo (PS/LS) as well.

When will school resume in the building?

School will not be in session on Monday, March 30. We will continue with e-learning beginning Tuesday, March 31. We will be monitoring the situation and will provide announcements and updates as we know more.

How do I get up to date information?

As always, emails and the HCA app are primary ways we will notify you of important updates. Currently, our HCA home page has a [link](#) with information specific to Covid-19 information.

How can I support my student?

Let us know immediately if your student does not have access to the internet. Encourage him/her to review and respond to any communication from their teacher via Class Dojo (PS and LS), email or Google classroom (MS and US). They will be invited to participate in real-time Zoom conferencing during the scheduled class periods. Review the Zoom Conferencing Expectations with your child and encourage them to complete any assignments. Finally, don't hesitate to reach out for help when you need it.

How will my student's social and emotional needs be supported during remote instruction?

Our staff will continue to reach out and is available to your students. If your student is in need of support, please reach out to Mrs. Lopez at clopez@harvestchristianacademy.org.

What should I do if my student's technology does not work?

Please reach out to any of the following with any issues:

Mrs. Abraham (sabraham@harvestchristianacademy.org)

Dr. Bethge (jbethge@harvestchristianacademy.org)

Mrs. Fredericksen (nfredericksen@harvestchristianacademy.org)

Mrs. Lopez (clopez@harvestchristianacademy.org)

Mr. Young (byoung@harvestchristianacademy.org)

What about AP Exams? Prom? Graduation? Summer School?

We know that there are many lingering questions that parents and students have. Please know that we are working very hard to adjust to the changing conditions and reality of COVID-19.

While our primary goal has been to get school "up and running", we are also trying to look and plan ahead for all the end of the year events. We know that the mandatory school closure is hard for all students, but especially for our senior students. We know how hard they have worked and we want to be able to celebrate and recognize their achievements. We are committed to providing you with accurate and up to date information as it becomes clear to us.

Thank you all for your patience, flexibility and grace as we do our best to support our families, parents, and students during this unprecedented time.

Video Conferencing Expectations for Students

During this time when schools are closed, there are many benefits to video conferencing to stay connected with classmates and engage in instructional activities. However, there are some essential requirements for students to keep in mind.

- **Get ready & be on time**
 - Wake up and eat before your class
 - Take care of personal hygiene and be dressed for class

- Be on time for class as Zoom classroom will be locked five minutes after the period begins.
- **Be focused** on who is talking - maintain eye contact in a sense
- **Be stationary** - don't get up and wander around your home
- **Use your words** to be encouraging, loving and on topic
- **Use WIFI, if possible.** Using cellular data when video conferencing can quickly consume large amounts of data, unless you have an unlimited data plan, find a WIFI connection.
- **Camera on or off?** Please ensure your camera is on for Zoom sessions. When your camera is on, ensure you are **dressed appropriately** for school and you are aware of anything in the background that all could see when the video is on.
- **This class may be recorded.** Not everyone in your class can join during the scheduled time and the teacher may record the session to post for students to access at a later time.
- **Mute yourself when not speaking.** There is lots of background noise that may be distracting to the class. Remember that you are in the presence of teachers and classmates. Whatever is happening behind you can be heard.
- **Be flexible and understanding.** Your classmates and your teachers may have pets or younger children at home. Recognize that everyone is doing the best they can under these circumstances.
- **Be kind and observant.** We can't know all the challenges each of us is facing and we all handle this stress differently. Stay connected with your friends and let an adult know if you or a peer is in need.
- **All the rules apply.** When you're in class, you're in school. Behavior during remote instruction on discussion boards or video conferencing should reflect the same expectations as in the classroom.

Troubleshooting

When I try to connect to my Zoom call and it's past the start of the scheduled call time, I get one of the following messages: waiting for host, meeting will start in a few seconds, host is already in a meeting

- Check your Class Dojo or Google Classroom account to see if your teacher has sent a new link. Or send a note to your teacher to inform them you are unable to log in.

Helpful Links

[Zoom help center](#)