### Western Tech’s Virtual Schedule
#### Week #1 – April 6 -10, 2020

<table>
<thead>
<tr>
<th>Monday – April 6</th>
<th>Tuesday – April 7</th>
<th>Wednesday – April 8</th>
<th>Thursday – April 9</th>
<th>Friday – April 10</th>
</tr>
</thead>
</table>
| 8:00 am  
*Mini-lesson(s) posted to Schoology by teachers.*  
Students log in and start accessing lesson resources. | 9-9:30 am  
1A Virtual Class Meeting | 9-9:30 am  
1B Virtual Class Meeting | 9:00-11:00 am  
Office Hours | School Closed – No Office Hours |
| 9:00-11:00 am  
Office Hours | 9:35-10:05 am  
2A Virtual Class Meeting | 9:35-10:05 am  
2B Virtual Class Meeting | OR | |
| OR | 10:10-10:40 am  
3A Virtual Class Meeting | 10:10-10:40 am  
3B Virtual Class Meeting | 11:00am-1:00pm  
Office Hours | |
| 11:00am-1:00pm  
Office Hours | 10:45-11:15 am  
4A Virtual Class Meeting | 10:45-11:15 am  
4B Virtual Class Meeting | 11:00-11:00am  
Office Hours | *Students must turn in work from the week’s mini-lesson(s) to Schoology by 11:59 PM Friday* |
| | 11:30 am-1:30 pm  
Office Hours | 11:30 am-1:30 pm  
Office Hours | | |

- **During the emergency closure, every Tuesday will be designated an “A Day” and every Wednesday will be designated a “B Day.”**
- **Virtual Class Meetings must be scheduled on Tuesday (A Day) and Wednesday (B Day).** Google Meet will be used to facilitate class meetings.
- **Teachers should list Class Meeting times and their Office Hours in Schoology.** On Monday, Thursday, and Friday, teachers may choose between two options with regards to Office Hours.
- **Office Hours for teachers may consist of checking and following up with email, answering student questions via email, Schoology or through Google Meet.** Students may contact individual teachers to set up a meeting during Office Hours if desired.
- **Office Hours for the Administrative Staff will be from 9:00-11:00 am daily.**
- **An Office Hours Roster for the faculty and staff will be posted to our school’s website.**