



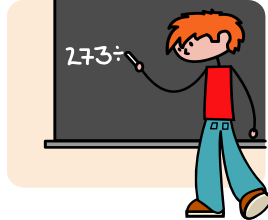
THE EWING PUBLIC SCHOOLS

Parkway Elementary School

Nicole N.W. Harris, Principal Ext. 5102
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September 2020

Dear Parents/Guardians:

Our first few days of school have flown by and now it is time to really get into the “meat and potatoes” of the school year! Parkway School’s Virtual Back to School Night is on Thursday, September 17th, and I invite you to log in, visit your child(ren)’s Google classroom(s) and hear about what this year has to offer.

In order to access the teacher’s and my presentations you will need to log in to your child’s Google classroom and use the Google meeting links posted. One link will be for my welcome with an overview for this school year and information from the PTA. It will be available to watch at 6:00 pm. The other Google Meet link is for the classroom teacher’s presentation and general “Q and A” with him or her. I will be live in my Google classroom from 6:30 to 7:00 and 7:15 to 7:45 for anyone who has general questions to ask.

Three, thirty-minute sessions will be held during Back to School Night to visit Google classrooms. These sessions will begin at 6:15 PM, 6:50 PM and 7:25 PM. During each session the classroom teacher will present an overview video describing the typical day, the school year and answer general questions. As a reminder, Back to School Night is a time to ask general questions about the school day and the grade level curriculum. If you need to talk to the teacher or myself about specific topics concerning your child(ren) please reach out to schedule a time for a private conference.

At 6:50 PM and 7:25 PM the special area teachers, Child Study Team members, Guidance Counselor and Dean of Students will all be available in their Google classrooms for general questions.

The staff and I look forward to meeting with and “seeing” you all on September 17th.

Sincerely,

Nicole N. W. Harris
Principal
nharris@ewingboe.org

The Ewing Public Schools

Providing a Foundation for Life



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To access your child's Google Classroom:

1. Log into Google

Student's Username	Student's Password

2. If you are not in Google Classroom, click the nine dots in the upper right corner of the screen and select Classroom. Additional directions are on the other side of this letter if you cannot login.
3. Enter the Classroom of your child's academic teacher by clicking on his/her name
4. You can enter the Classroom of any special area or enrichment teacher throughout the evening as well

6:00 PM	Principal Harris' Welcome Message and Google Meeting link will be posted in your child(ren)'s Google Classroom.
6:15 – 6:45 PM	<u>Classroom Presentations</u> All Parkway School in person and virtual classroom teachers will be live in their Google Classroom at this time to share their Back to School Night presentation.
6:30 – 7:00 PM	Principal Harris will be available to answer questions. A Google Meeting link will accompany the Welcome Message posted at 6:00 PM.
6:50 – 7:20 PM	<u>Classroom Presentations (repeated)</u> For anyone who cannot make the 6:15 PM presentation or who needs to connect with more than one teacher, all teachers will present the same information in their Google Classrooms. At this time the Special Area, Child Study Team, Guidance Counselor, Dean of Students and ESL teachers will be available for questions in their Google Classrooms.
7:15 – 7:45 PM	Principal Harris will be live in her Google Meeting room to answer questions. A Google Meeting link will accompany the Welcome Message posted at 6:00 PM.
7:25 – 7:55 PM	<u>Classroom Presentation (repeated)</u> For anyone who cannot make the 6:15 PM or the 6:50 PM presentation or who needs to connect with more than one classroom teacher, all teachers will present the same information in their Google classrooms. At this time the Special Area, Child Study Team, Guidance Counselor, Dean of Students and ESL teachers will be available for questions in their Google Classrooms

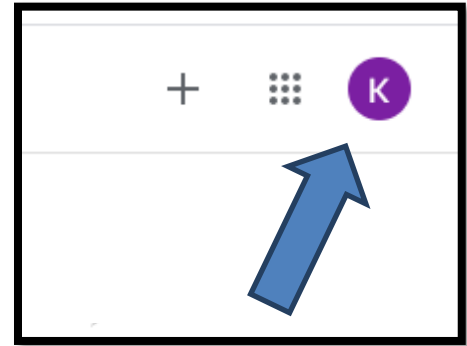


If you are having trouble logging onto Google Classroom...

1. Make sure no one else is logged into Google.

To do this...

- Go to www.google.com
- Look in the upper right-hand corner of your screen
- Do you see a circle with a picture or a letter inside of it?
- If so, click on that circle to see who is logged into Google.
- If it is not the Parkway student's account, log this person out.



2. Log your child (Parkway student) onto Google

- If you don't know your child's Google login information, you can go to Genesis Parent Portal < Documents < Google Login Information
- Open the letter (PDF) for the Google Username and Password

3. Go to www.classroom.google.com

- If your child is logged into Google, all of the Google Classrooms created by Parkway teachers, including his/her special area teachers, ACE/AIM, Dean, Counselor, etc. should be see on this main page.

4. Once you see your child's teacher's "Classroom", all questions can be directed to him/her. Teachers are checking email throughout the day. As always, you can contact the Parkway School Main Office and leave a message. We are checking voicemail throughout the day and will absolutely call you back.