Dear Parents,

We have enjoyed meeting with you throughout the week. We have received a lot of feedback about the meetings and are going to make a few changes to provide more flexibility.

The teachers K-5 will have a combination of office hours and class meetings throughout the week.

**Office hours on Tuesdays and Thursdays**: Learning coaches and/or students can use office hours to ask questions. Office hours may also be used by the teacher to schedule individual meetings with students to discuss progress.

**Class meetings on Mondays, Wednesdays and Fridays:** Class meetings will consist of different activities that will aim to give the students some time to interact with others in order to enrich their social-emotional health. The teacher will use this time to build character skills, plan class activities to build a classroom community, or address a difficult concept in the curriculum. This time can also be used by teachers to meet with small groups as needed and the teacher will contact you if this need arises.

We hope to continue to meet the needs of all students and learning coaches with this format, and we wanted to provide time for learning coaches to also meet with us face to face as needed. **Please plan to attend at least one class meeting a week**, though it is encouraged to have your child attend as many as possible to continue social interaction with classmates during this time.

Please refer to the following schedule to access your teacher’s office hours and class meetings.

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| Grade | Class Meetings | Office Hours |
| Kindergarten | 9:30-10:00 OR 10:00-10:30 | 10:00-11:00 |
| First Grade | 11:00-11:30 OR 11:30-12:00 |
| Second Grade | 10:30-11:30 | 10:30-11:30 |
| Third Grade | 1:00-2:00 | 1:00-2:00 |
| Fourth Grade | 9:30-10:30 | 9:30-10:30 |
| Fifth Grade | 1:30-2:30 | 1:30-2:30 |

In partnership,

NOLA Teachers