

## ***Transcript: Setting Schedules and Routines***

[Transcript \(Video\)](#)

[Transcript \(Video with Audio Description\)](#)

[Transcript \(Audio Description\)](#)

### **Transcript (Video)**

#### **Screen 1:**

**[00:00:00.000]**

[MUSIC]

**[00:00:04.276]**

In addition to engaging curriculum and innovative online tools,

**[00:00:07.767]**

your student's K12-powered school has a talented faculty,

**[00:00:11.195]**

which includes state-certified or licensed teachers.

**[00:00:14.700]**

We continue to drive technological advancements and innovation, while also

**[00:00:18.800]**

investing in what continues to truly matter, the human factor, great teachers.

**[00:00:23.830]**

Teachers and staff are trained on how to effectively work in an online environment.

**[00:00:28.080]**

Including being able to assess  
where your student is academically

**[00:00:31.700]**

at key points of the year and then mapping  
out a student center learning path.

**[00:00:36.710]**

This student centered learning path,  
includes the K12 curriculum and

**[00:00:40.377]**

may include required or  
optional live class connect sessions.

**[00:00:43.688]**

And the need for  
supplementary help sessions.

**[00:00:46.430]**

Your student may have more or fewer  
required live class connect sessions and

**[00:00:50.630]**

help sessions than other students.

**[00:00:52.810]**

The path is mapped to  
what your student needs.

**[00:00:56.020]**

**KATIE:** As a teacher, I'm able to see real time data, how the student's doing.

**[00:01:00.780]**

I'm able to see when they access the lesson.

**[00:01:03.390]**

The score they received on the assessment.

**[00:01:05.380]**

How many times they took the assessment.

**[00:01:06.960]**

How long it took them.

**[00:01:08.400]**

And I'm able to use that to really drive my instruction for

**[00:01:12.100]**

classes later in the week.

**[00:01:13.600]**

Or to reach out to that student, or the learning coach,

**[00:01:16.620]**

and provide assistance if I think that they're really struggling with something.

**[00:01:20.780]**

**DARREN:** It is important to structure your daily

schedule around your student's required

**[00:01:24.632]**

class connect and help sessions.

**[00:01:26.259]**

Your K12 powered school will share more

about what the school year will look like

**[00:01:30.314]**

for your student.

**[00:01:31.289]**

We have gathered helpful tips from

long-time learning coaches about schedules

**[00:01:34.944]**

and routines.

**[00:01:36.260]**

Most successful school days begin with

daily logging in to the online school.

**[00:01:40.720]**

Checking the daily schedule and

calendar each morning or

**[00:01:43.820]**

even the night before. It is an important

part of a successful school routine.

**[00:01:48.700]**

While your student has

some ability to order and

**[00:01:51.102]**

organize their work,  
according to their personal preference,

**[00:01:54.406]**

there will be regular required class  
connect sessions that cannot be missed.

**[00:01:58.385]**

These will be listed in the calendar and  
daily plan.

**[00:02:01.919]**

Teachers and administrators know that  
establishing routines during the first

**[00:02:06.172]**

days and weeks of school helps  
make this year more successful.

**[00:02:09.546]**

**DESIREE:** Just like any mom, I'm getting the kids  
up and rolling out of bed, breakfast.

**[00:02:14.530]**

And then everyone checks their emails.

**[00:02:18.050]**

And then they all check their  
Class Connect schedules.

**[00:02:21.470]**

And then I always have a capability to see

**[00:02:24.200]**

all of their Class Connect

schedules as well.

**[00:02:26.700]**

And just to see who's

going to be doing what.

**[00:02:30.750]**

Kinda have an outline of the day.

**[00:02:33.680]**

Then, as everyone is going

through their school process,

**[00:02:37.360]**

then I pop in periodically.

**[00:02:40.240]**

Just to see how everyone's doing.

**[00:02:42.622]**

Making sure they're really paying

attention and focused through their class.

**[00:02:46.880]**

And If they have questions,

then I'm always accessible to them.

**[00:02:51.650]**

**DARREN:** Students need structure and

routines, and

**[00:02:53.800]**

enjoy having the security of  
a planned sequence of events.

**[00:02:57.300]**

**ANITA:** Typically we get up in the morning,

I get up in the morning, and

**[00:03:01.620]**

I like to get everything prepared,  
get all of the coursework together.

**[00:03:05.750]**

Get breakfast ready, lunch ready, and  
then ask Zachary to get up out of bed.

**[00:03:10.670]**

He typically is up about 7:30, and  
that's when the work really begins.

**[00:03:15.540]**

All the preparation work and  
organizing helps us to have a smooth day.

**[00:03:20.250]**

**DARREN:** It's also important to realize

that there might be interruptions,

**[00:03:23.360]**

unexpected events and  
illnesses that occur.

**[00:03:26.930]**

For smaller interruptions, try to get back on task as quickly as possible.

**[00:03:31.210]**

For longer interruptions, work with your student's K-12 powered school

**[00:03:34.990]**

to identify ways to get your students back on track.

**[00:03:38.590]**

As you prepare your daily schedule and daily routine,

**[00:03:41.670]**

remember that consistency is essential in the development of a good schedule.

**[00:03:46.590]**

It might take time to find what works for your family and

**[00:03:49.530]**

start seeing the positive results.

**[00:03:51.980]**

A well thought out plan and consistent routine are keys to success.



**[00:03:56.810]**

And as you think through your family's schedule and routine,

**[00:03:58.980]**

I also encourage you to protect time for your student to be social.

**[00:04:02.980]**

Maybe sign your child up for

**[00:04:04.520]**

a local youth sports league, volunteer organization, or choir.

**[00:04:09.030]**

And take advantage of the school activities, such as online clubs and

**[00:04:12.460]**

student contests, and the parent support offered through your K12-powered school.

**[00:04:17.381]**

I hope you have found these tips to be helpful.

**[00:04:19.750]**

Together, we can maximize every school day that belongs to your child.

[00:04:25.724]

[MUSIC]

**Ending Time: 00:04:28.00**

## **Transcript (Video with Audio Description)**

[00:00:00.461]

**[AUDIO DESCRIPTION]** K12 Learning Coach University

[00:00:02.426]

Schedules and Routines.

[00:00:04.471]

Darren Reed K12 School Leadership.

[00:00:06.936]

He smiles and speaks to the camera in intervals

[00:00:08.867]

throughout the video.

[00:00:10.402]

As he speaks, a montage of video clips

[00:00:12.429]

show teachers wearing headsets and speaking into mics

[00:00:15.075]

at their computers.

[00:00:16.449]

**DARREN:** In addition to engaging curriculum<

[00:00:17.992]

and innovative online tools,

[00:00:19.835]

your student's K12 powered school has a talented faculty,

[00:00:22.860]

which includes state certified or licensed teachers.

[00:00:26.795]

We continue to drive technological advancements

**[00:00:29.068]**

and innovation while also investing in what continues

**[00:00:32.182]**

to truly matter, the human factor, great teachers.

**[00:00:35.736]**

Teachers and staff are trained in how to effectively

**[00:00:38.261]**

work in an online environment, including being able

**[00:00:41.079]**

to assess where your student is academically

**[00:00:43.610]**

at key points of the year and then mapping out

**[00:00:46.287]**

a student centered learning path.

**[00:00:48.847]**

This student centered learning path includes

**[00:00:50.666]**

the K12 curriculum and may include required

**[00:00:53.285]**

or optional live class connect sessions

**[00:00:55.617]**

and the need for supplementary help sessions.

**[00:00:58.574]**

Your student may have more or fewer required

**[00:01:00.705]**

live class connect sessions and help sessions

**[00:01:03.382]**

than other students.

**[00:01:04.808]**

The path is mapped to what your student needs.

**[00:01:07.974]**

**[AUDIO DESCRIPTION]** Katie Pointdexter, K12 Teacher

[00:01:09.923]

speaks to the camera.

[00:01:11.243]

**KATIE:** As a teacher, I'm able to see real-time data,

[00:01:14.952]

how the student's doing.

[00:01:16.050]

I'm able to see when they access the lesson,

[00:01:18.311]

the score they received on the assessment,

[00:01:20.586]

how many times they took the assessment,

[00:01:22.165]

how long it took them, and I'm able to use that

[00:01:24.567]

to really drive my instruction for classes later in the week

[00:01:28.699]

or to reach out to that student or the learning coach

[00:01:31.920]

and provide assistance if I think

[00:01:33.429]

that they're really struggling with something.

[00:01:35.860]

**[AUDIO DESCRIPTION]** Students studying at their

[00:01:36.693]

home computers alone or with their learning coach.

[00:01:39.566]

All desks are clean and organized.

[00:01:41.780]

**DARREN:** It is important to structure your daily schedule

[00:01:44.210]

around your student's required class connect

**[00:01:46.165]**

and help sessions.

**[00:01:47.515]**

Your K12 powered school will share more about

**[00:01:49.739]**

what the school year will look like for your student.

**[00:01:52.776]**

We have gathered helpful tips

**[00:01:53.928]**

from long-time learning coaches

**[00:01:55.355]**

about schedules and routines.

**[00:01:57.250]**

Most successful school days begin with daily logging in

**[00:02:00.183]**

to the online school, checking the daily schedule

**[00:02:02.958]**

and calendar each morning or even the night before.

**[00:02:06.466]**

It is an important part of a successful school routine.

**[00:02:09.969]**

While your student has some ability to order

**[00:02:11.946]**

and organize their work

**[00:02:13.346]**

according to their personal preference,

**[00:02:15.485]**

there will be regular required class connect sessions

**[00:02:18.162]**

that cannot be missed.

**[00:02:19.333]**

These will be listed in the calendar and daily plan.

**[00:02:23.190]**

Teachers and administrators know that establishing routines

**[00:02:25.757]**

during the first days and weeks of school

**[00:02:28.214]**

helps make this year more successful.

**[00:02:30.794]**

**[AUDIO DESCRIPTION]** Desiree, Learning Coach speaks to the camera.

**[00:02:33.444]**

As she speaks, three teens sit at a kitchen island

**[00:02:36.086]**

eating breakfast.

**[00:02:37.328]**

The three students are then shown at their computers.

**[00:02:39.716]**

Desiree checks in with them as they study.

**[00:02:42.195]**

**DESIREE:** Just like any mom, I'm getting the kids up and rolling

**[00:02:44.676]**

out of bed, breakfast and then

**[00:02:48.021]**

everyone checks their emails and then they all

**[00:02:51.590]**

check their class connect schedules

**[00:02:53.436]**

and then I always have a capability to see

**[00:02:56.199]**

all of their class connect schedules as well

**[00:02:58.860]**

and just to see who's gonna be doing what

**[00:03:02.326]**

and kind of have an outline of the day.

**[00:03:05.544]**

Then, as everyone is going through their school process,

**[00:03:09.766]**

then I pop in periodically just to see

**[00:03:13.000]**

how everyone's doing, making sure

**[00:03:15.561]**

they're really paying attention and focused

**[00:03:17.191]**

through their class.

**[00:03:20.300]**

If they have questions, then I'm always accessible to them.

**[00:03:24.098]**

**DARREN:** Students need structure and routines

**[00:03:26.002]**

and enjoy having the security

**[00:03:27.384]**

of a planned sequence of events.

**[00:03:29.773]**

**[AUDIO DESCRIPTION]** Anita, Learning Coach, speaks to the camera.

**[00:03:32.062]**

**ANITA:** Typically, we get up in the morning.

**[00:03:33.904]**

I get up in the morning

**[00:03:35.558]**

and I like to get everything prepared,

**[00:03:37.660]**

get all the course work together, get breakfast ready,

**[00:03:41.479]**

lunch ready and then ask Zachary to get up out of bed.

**[00:03:45.422]**

He typically is up about 7:30

**[00:03:48.018]**

and that's when the work really begins.

**[00:03:50.187]**

All the preparation work and organizing

**[00:03:53.124]**

helps us to have a smooth day.

**[00:03:54.914]**

**DARREN:** It's also important to realize

**[00:03:56.505]**

that there might be interruptions, unexpected events

**[00:03:59.274]**

and illnesses that occur.

**[00:04:01.420]**

For smaller interruptions, try to get back on task

**[00:04:04.255]**

as quickly as possible.

**[00:04:05.830]**

For longer interruptions, work with your students

**[00:04:08.239]**

K12 powered school to identify ways

**[00:04:10.630]**

to get your students back on track.

**[00:04:13.385]**

As you prepare your daily schedule and daily routine,

**[00:04:16.355]**

remember that consistency is essential

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in the development of a good schedule.

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It might take time to find what works for your family

**[00:04:23.651]**

and start seeing the positive results.



**[00:04:26.671]**

A well thought-out plan and consistent routine

**[00:04:29.505]**

are keys to success.

[00:04:31.305]

**[AUDIO DESCRIPTION]** Kids playing soccer in uniform,

**[00:04:32.973]**

kids on a hiking trip rest at the top of a mountain.

**[00:04:35.941]**

**DARREN:** And as you think through your family's schedule

**[00:04:37.611]**

and routine, I also encourage you to protect time

**[00:04:40.352]**

for your student to be social.

**[00:04:42.023]**

Maybe sign your child up for a local youth sport's league,

**[00:04:45.229]**

volunteer organization or choir.

**[00:04:47.595]**

And take advantage of the school activities

**[00:04:50.036]**

such as online clubs and student contests

**[00:04:52.595]**

and the parent support offered

**[00:04:54.200]**

through your K12 powered school.

**[00:04:56.435]**

I hope you have found these tips to be helpful.

**[00:04:58.866]**

Together we can maximize every school day

**[00:05:01.390]**

that belongs to your child.

[00:05:03.108]

**[AUDIO DESCRIPTION]** K12 Learning Coach University

**Ending Time: 00:05:07.00**

## **Transcript (Audio Description)**

[00:00:00.461]

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