

BridgePrep Academy of Duval

Remote Learning Help Document



Please note that dates, links, and other items in this document are subject to change. Always check the revision date in the bottom left corner to ensure you have the most accurate information.

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Arrival and Dismissal Procedures and Times

ELEMENTARY (KG-5th Grade)

Elementary school instruction starts at 8:45 am. Students should be dropped off no earlier than 8:15am.

Kindergarten and 1st grade dismiss at 2:45 pm from the back overhang. Cars should enter through the front entrance, turn right to go towards the back of the parking lot, and follow the road around to the back overhang.

Grades 2-5 dismiss at 3:45 pm from the main entrance. Cars should enter through the front entrance, turn right to go towards the back of the parking lot, and follow the road around to the front of the building.

MIDDLE SCHOOL (6th-8th Grade)

Middle School (grades 6-8) instruction starts at 8:15 am. Students should be dropped off no earlier than 8:00am. *Supervision is not provided prior to 8:00am*

Middle school dismisses at 3:15pm from the main entrance. Cars should enter through the front entrance, turn right to go towards the back of the parking lot, and follow the road around to the front of the building.

SIBLING GROUPS

If you have a family with students in multiple grade levels, you can drop them off together at 8:10 am. Middle school students will be let in the building while elementary students wait outside until 8:15 am.

We recommend picking up your students at their own designated dismissal time in order to avoid crowded areas. If you choose to pick up your students at the same time, you must pick up during the 3:45 pm dismissal. Any students in K-1 who will not be picked up at the 2:45 pm dismissal must be enrolled in Mini-Care (2:45pm-3:45pm) which costs \$2 per day per student. If they are not enrolled in Mini-Care but are not picked up on time, they will be waiting outside during the remaining dismissals until the final dismissal at 3:45 pm.

MINI-CARE

The application for Mini-Care can be found [here](#). The daily rate for Mini-Care is \$2 per student. Mini-Care is only open to Kindergarten and 1st grade students who must wait for an older sibling's dismissal. For more information about Mini-Care, please contact Ms. Sands (ksands@bridgeprepduval.com).

EXTENDED DAY

If your child must be dropped off before 8:00 am or picked up after 4:00pm, they need to be enrolled in Extended Day. The daily rate for before care (7:00 am to 8:00 am) is \$5 per student. The daily rate for after care (4:00 pm to 6:00 pm) is \$10 per student. The application for Extended Day can be found [here](#). For more information about Extended Day, please contact Ms. Sands (ksands@bridgeprepduval.com).

Kindergarten Bell Schedules

Ms. Goddard's Class

8:50-9:45 Spanish (Mr. Aponte)
9:45-10:15 Science (Ms. Goddard)
10:15-11:45 Math (Ms. Goddard)
11:45-12:15 Lunch
12:15-12:45 Recess
12:45-2:45 Reading (Ms. Goddard)

Ms. Parker's Class

8:45-9:50 Math (Ms. Parker)
9:50-10:45 Spanish (Mr. Aponte)
10:45-11:15 Math (Ms. Parker)
11:15-11:45 Science (Ms. Parker)
11:45-12:15 Lunch
12:15-12:45 Recess
12:45-2:45 Reading (Ms. Parker)

Ms. Vanden Heuvel's Class

8:45-10:15 Math (Ms. Vanden Heuvel)
10:15-11:45 Reading (Ms. Vanden Heuvel)
11:45-12:15 Lunch
12:15-12:45 Recess
12:50-1:45 Spanish (Ms. Wilbourne)
1:45-2:15 Reading (Ms. Vanden Heuvel)
2:15-2:45 Science (Ms. Vanden Heuvel)

First Grade Bell Schedules

Ms. Burton's Class

8:45-10:45 Reading (Ms. Burton)
10:45-11:15 Lunch
11:15-11:45 Recess
11:50-12:45 Spanish (Mr. Aponte)
12:45-2:15 Math (Ms. Burton)
2:15-2:45 Science (Ms. Burton)

Ms. Mehner's Class

8:45-9:45 Math (Ms. Mehner)
9:50-10:45 Spanish (Mr. Aponte)
10:45-11:15 Lunch
11:15-11:40 Recess
11:45-12:15 Math (Ms. Mehner)
12:15-12:45 Science (Ms. Mehner)
12:45-2:45 Reading (Ms. Mehner)

Ms. Nickels' Class

8:45-10:45 Reading (Ms. Nickels)
10:45-11:15 Lunch
11:15-11:45 Recess
11:45-1:15 Math (Ms. Nickels)
1:15-1:45 Science (Ms. Nickels)
1:50-2:45 Spanish (Ms. Wilbourne)

Second Grade Bell Schedules

Ms. Dean's Class

8:45-9:15 DEAR* (Ms. Dean)

9:15-9:45 Reading (Ms. Dean)

9:50-10:45 Resource

Monday-Art (Ms. Monroe)

Tuesday-Music (Ms. Cole)

Wednesday-PE (Ms. Jenkins)

Thursday-Computer Lab

Friday- Computer Lab

10:45-12:15 Reading (Ms. Dean)

12:15-12:45 Lunch

12:45-1:45 Math (Ms. Jackson)

1:50-2:45 Spanish (Mr. Aponte)

2:45-3:15 Math (Ms. Jackson)

3:15-3:45 Science (Ms. Jackson)

Ms. Jackson's Class

8:45-9:45 Math (Ms. Jackson)

9:50-10:45 Resource

Monday- Computer Lab

Tuesday- Art (Ms. Monroe)

Wednesday-Music (Ms. Cole)

Thursday- PE (Ms. Jenkins)

Friday- Computer Lab

10:45-11:15 Math (Ms. Jackson)

11:15-11:45 DEAR* (Ms. Jackson)

11:45-12:15 Science (Ms. Jackson)

12:15-12:45 Lunch
12:45-2:45 Reading (Ms. Dean)
2:50-3:45 Spanish (Mr. Aponte)

Ms. Ridgely's Class

8:50-9:45 Spanish (Ms. Wilbourne)
9:50-10:45 Resource
 Monday- Computer Lab
 Tuesday- Computer Lab
 Wednesday- Art (Ms. Monroe)
 Thursday- Music (Ms. Cole)
 Friday- PE (Ms. Jenkins)
10:45-12:15 Math (Ms. Ridgely)
12:15-12:45 Lunch
12:45-1:15 Science
1:15-1:45 DEAR* (Ms. Ridgely)
1:45-3:45 Reading (Ms. Ridgely)

*DEAR (Drop Everything And Read) is a time for students to independently read a book of their choice OR for a teacher read-aloud.

Third Grade Bell Schedules

Ms. Matthews' Class

8:45-10:15 Math (Ms. Matthews)

10:15-10:45 Lunch

10:45-11:15 Science (Ms. Matthews)

11:15-11:45 DEAR* (Ms. White)

11:45-1:45 Reading (Ms. White)

1:50-2:45 Resource

Monday- Art (Ms. Monroe)

Tuesday- Music (Ms. Cole)

Wednesday- PE (Ms. Jenkins)

Thursday- Computer Lab

Friday- Computer Lab

2:50-3:45 Spanish (Ms. Wilbourne)

Ms. White's Class

8:45-10:15 Reading (Ms. White)

10:15-10:45 Lunch

10:45-11:15 Reading (Ms. White)

11:15-11:45 DEAR* (Ms. Matthews)

11:50-12:45 Spanish (Ms. Wilbourne)

12:45-1:45 Math (Ms. Matthews)

1:50-2:45 Resource

Monday- Computer Lab

Tuesday- Art (Ms. Monroe)

Wednesday- Music (Ms. Cole)

Thursday- PE (Ms. Jenkins)

Friday- Computer Lab

2:45-3:15 Math (Ms. Matthews)

3:15-3:45 Science (Ms. Matthews)

*DEAR

(Drop Everything And Read) is a time for students to independently read a book of their choice OR for a teacher read-aloud.

Fourth Grade Bell Schedules

Ms. Mahdi's Class

8:45-9:15 DEAR* (Ms. Mahdi)

9:15-9:45 Reading (Ms. Mahdi)

9:50-10:45 Resource

Monday- PE (Ms. Jenkins)

Tuesday- Computer Lab

Wednesday- Computer Lab

Thursday- Art (Ms. Monroe)

Friday- Music (Ms. Cole)

10:45-12:15 Reading (Ms. Mahdi)

12:15-12:45 Lunch

12:50-1:45 Math (Ms. Todd)

1:50-2:45 Spanish (Mr. Hymel)

2:45-3:15 Math (Ms. Todd)

3:15-3:45 Science (Ms. Todd)

Ms. Todd's Class

8:45-9:45 Math (Ms. Todd)

9:50-10:45 Resource

Monday- Music (Ms. Cole)

Tuesday- PE (Ms. Jenkins)

Wednesday- Computer Lab

Thursday- Computer Lab

Friday- Art (Ms. Monroe)

10:45-11:15 Math (Ms. Todd)

11:15-11:45 DEAR* (Ms. Todd)

11:45-12:15 Science (Ms. Todd)

12:15-12:45 Lunch

12:50-1:45 Spanish (Mr. Hymel)

1:45-3:45 Reading (Ms. Mahdi)

*DEAR

(Drop Everything And Read)

is a time for students to independently read a book of their choice OR for a teacher read-aloud.

Fifth Grade Bell Schedules

Ms. Watson's Class

8:45-9:45 Math (Ms. Watson)

9:50-10:45 Spanish (Mr. Hymel)

10:45-11:15 Math (Ms. Watson)

11:15-11:45 Science (Ms. Watson)

11:45-12:15 Lunch

12:15-12:45 DEAR*

12:45-2:45 Reading**

2:50-3:45 Resource

Monday: Computer Lab

Tuesday: Computer Lab

Wednesday: Art (Ms. Monroe)

Thursday: Music (Ms. Cole)

Friday: PE (Ms. Jenkins)

*DEAR (Drop Everything And Read) is a time for students to independently read a book of their choice OR for a teacher read-aloud.

**The 5th grade reading teacher is finalizing paperwork. Once complete, the 5th grade will split into two sections. In the meantime, please use Ms. Watson's Zoom information.

Middle School Bell Schedules

Middle school is on a rotation. On Even days, students will go to periods 1, 2, 4, and 6. On Odd days, students will go to periods 1, 3, 5, and 7. The times are below. Please see page 13 for the Even/Odd calendar.

<u>EVEN Day</u>		<u>ODD Day</u>	
Period 1	8:15-9:17	Period 1	8:15-9:17
Period 2	9:22-11:05	Period 3	9:22-11:05
Period 4	11:10-1:27	Period 5	11:10-1:27
First Lunch: 11:10-11:44*		First Lunch: 11:10-11:44*	
OR		OR	
Second Lunch 12:53-1:27*		Second Lunch 12:53-1:27*	
Period 6	1:32-3:15	Period 7	1:32-3:15

*The lunch your child will attend is based on their 4th or 5th period teacher. Based on their schedule, your child may have first lunch one day and second lunch the next day. Always check to ensure they are attending the correct lunch based on the 4th/5th period teacher they are scheduled with that day.

Even/Odd Day Calendar (Middle School Only)

Duval County Public Schools
2020-2021
District Calendar

JULY					AUGUST					SEPTEMBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
		1	2	3	3	4	5	6	7		1	2	3	4
6	7	8	9	10	10	11	12	13	14	7	8	9	10	11
13	14	15	16	17	17	18	19	20	21	14	15	16	17	18
20	21	22	23	24	24	25	26	27	28	21	22	23	24	25
27	28	29	30	31	31					28	29	30		

OCTOBER					NOVEMBER					DECEMBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2	2	3	4	5	6		1	2	3	4
5	6	7	8	9	9	10	11	12	13	7	8	9	10	11
12	13	14	15	16	16	17	18	19	20	14	15	16	17	18
19	20	21	22	23	23	24	25	26	27	21	22	23	24	25
26	27	28	29	30	30					28	29	30	31	

JANUARY					FEBRUARY					MARCH				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1	1	2	3	4	5	1	2	3	4	5
4	5	6	7	8	8	9	10	11	12	8	9	10	11	12
11	12	13	14	15	15	16	17	18	19	15	16	17	18	19
18	19	20	21	22	22	23	24	25	26	22	23	24	25	26
25	26	27	28	29						29	30	31		

APRIL					MAY					JUNE				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2	3	4	5	6	7		1	2	3	4
5	6	7	8	9	10	11	12	13	14	7	8	9	10	11
12	13	14	15	16	17	18	19	20	21	14	15	16	17	18
19	20	21	22	23	24	25	26	27	28	21	22	23	24	25
26	27	28	29	30	31					28	29	30		

Board Approved 08/13/2020

Legend:

25 Early Dismissal	Z First & Last Day of School	17 School Dated	Weather
15~ End of Grading Period	I Employee Training/Interim	20 School/Adm. Offices Dated	

E=Even (periods 1,2,4,6)
O=Odd (periods 1,3,5,7)

Middle School Lunch Schedule

The lunch your child will attend is based on their 4th or 5th period teacher. Based on their schedule, your child may have first lunch one day and second lunch the next day. Always check to ensure they are attending the correct lunch based on the 4th/5th period teacher they are scheduled with that day.

Your child will attend First Lunch (11:10-11:44) if they have 4th/5th period with the following:

- Mr. Martin
- Ms. McCrae
- Mr. Robinson
- Ms. Thomsen
- SUB-Mr. Fleury
- Coach Lockhart
- Coach Mattia

Your child will attend Second Lunch (12:53-1:27) if they have 4th/5th period with the following:

- Mr. Johnson
- Ms. Nauman
- Ms. Porter
- TEMP-Ms. Stokes
- Ms. Cole
- Ms. Jenkins
- Ms. Monroe

Zoom Links

	Teacher	Subject	Link	Meeting ID
Resource	Cole	2 nd -8 th Music	Click here	559 436 9673
	Jenkins	2 nd -5 th PE/8 th AVID	Click here	303 908 6893
	Lockhart	6 th -8 th PE/Health	Click here	657 110 5477
	Mattia	6 th -8 th Health/PE	Click here	640 525 5853
	Monroe	2 nd -8 th Art	Click here	535 895 2823
Spanish	Aponte	KG-2 nd Spanish	Click here	956 033 6221
	Hymel	3 rd -5 th Spanish	Click here	660 407 0107
	Wilbourne	KG-3 rd Spanish	Click here	771 355 0049
	SUB	6 th -8 th Spanish	Click here	516 372 1525
Kinder	Goddard	Math & Reading	Click here	731 854 9568
	Parker	Math & Reading	Click here	919 370 4775
	VandenHeuvel	Math & Reading	Click here	251 158 7975
1st	Burton	Reading	Click here	850 624 7685
	Mehner	Math/Science	Click here	290 776 1174
	Nickels	Reading	Click here	749 586 3666
2nd	Dean	Reading	Click here	415 011 4191
	Jackson	Math/Science	Click here	967 5099 5071
	Ridgely	Math/Science/Reading	Click here	938 9920 9619
3rd	White	Reading	Click here	953 8964 8144
	Matthews	Math/Science	Click here	847 671 7356
4th	*Temp. link*	Reading	Click here	838 098 4069
	Todd	Math/Science	Click here	925 376 8383
5th	Watson	Math/Science	Click here	608 265 2045
Middle School	Martin	6 th -7 th Reading	Click here	458 900 9260
	Porter	7 th -8 th Reading	Click here	308 580 6438
	Robinson	6 th -7 th Math	Click here	482 776 6439
	Johnson	7 th -8 th Math	Click here	582 695 4839
	McCrae	6 th -7 th Science	Click here	886 770 6085
	Temp. link	7 th -8 th Science	Click here	784 788 9603
	Thomsen	6 th -7 th Social Studies	Click here	823 9615 2652
	Nauman	7 th -8 th Social Studies	Click here	594 827 0935

Zoom Guidelines for Students

- Log in to your designated class on time with a fully charged computer device. Ensure your Zoom display name matches your legal name.
- Wear your BridgePrep uniform shirt + appropriate bottoms and sit at a table or other solid workspace.
- Use headphones to focus on the Zoom meeting.
- Keep your video and audio on unless your teacher asks you to mute yourself.
- If you have a question for the teacher, raise your hand or use the chat box.
- Follow the expectations of the teacher just as you would in the physical classroom.

Zoom Guidelines for Parents

- Ensure your child has access to a fully charged computer device and headphones.
- Encourage your child to wake up and prepare for school the same as they would for a physical classroom.
- Allow your child to focus on the Zoom meeting by wearing headphones.
- Encourage your child to engage in the lesson while letting them independently attend the class.
- Stay in touch by reaching out to your child's teacher via email, Class Dojo, or Remind as needed. Please respect the 24-48 hour response time as our teachers are working hard to educate students in-person and online.

Zoom Troubleshooting

- Always check that you are using the most up-to-date Zoom link. While we aim to limit the changes in links, sometimes these are necessary.
- Verify that Zoom is updated on your device. Occasionally Zoom requires updates to function properly.
- Check that “Caps Lock” is not on while typing the password.
- Use the hyperlink to avoid mis-typing the meeting ID.
- Restart the application and/or your device.
- Use the chat box to reach out to your teacher. Be sure to identify yourself by matching your Zoom display name to your legal name.
- Additional troubleshooting assistance can be found on Zoom’s website [here](#).

Laptop Request Form and Dates

If you are in need of technology, please use the [form found here](#) in order to be put on the waiting list. You will be contacted as soon as a device is available. After you have been contacted, you may visit the front office according to the dates and times below.

LAPTOP DISTRIBUTION

Laptops will ONLY be distributed on the following days:

(all Fridays)

September 4th

September 11th

September 18th

September 25th



HOURS: 10 am to 2 pm

Deposit: \$25 per computer

Pay by: Cash (exact), Credit, Debit

Computer Program Links

[iStation \(KG-8th Reading, Math, and Spanish\)](#)

iStation is one of the main programs used in our school. Students in grades KG-8th should complete practice in Reading, Math, and Spanish for at least 45 minutes per subject each week (goal of 90 minutes; minimum 45). The link takes you to the web browser. From there, click "Download & Technical Info" from the top right corner. Select which device/program you are using to download the correct app to your device. Note that the app must be used for practice lessons. Only the monthly assessment (ISIP) can be completed from the web browser at www.isip.istation.com. All other content must be completed through the app.

[Achieve3000 \(3rd-8th Grade Reading/Science/Social Studies\)](#)

Achieve3000 is one of the main computer programs used at our school. Students should aim to complete two 5-step lessons each week. It is important that students earn a 75% or higher the first try on the activity. Students should check their mailbox for articles assigned by their teachers.

[Mathia \(6th-8th Grade Math\)](#)

Mathia is a program used for Middle School Math. It is a Carnegie program, which is the textbook students use in class. Students should aim to spend 90 active minutes on the program each week.

[Reflex Math \(3rd-8th Grade Math\)](#)

Reflex is a math program that helps students gain fluency in their math facts. Students earn a 'green-light' after showing adequate progress in their facts. This typically takes 15-20 minutes. Students should aim to earn a green light three times each week.

[Science4Us \(KG-2nd Grade Science\)](#)

Science4Us is an online science program used in our younger grade levels. Students log in with their teacher's username and then their own unique password. You may see your child's teacher using the website to teach new lessons then assign a similar lesson for your child to complete independently.

Educational Networks

Educational Networks is the site manager for our website (www.bridgeprepduval.com). All students should create an account through our website. Parents are encouraged to create an account as well. Please note that only one account is allowed per email address, so a different email address will need to be used for each registered student.

A step-by-step video that shows how to create an account and register for classes can be found [here](#).

After your account has been created, you will see a verification code inside of a yellow banner on your screen. You must send this code to your child's teacher for their account to be verified.

Regularly monitor the classes and homework on Educational Networks. Visit your teacher's page on our website for further information about them and the class.