Grade-level Administrators

Grade-level administrators are available throughout the school day by appointment. A response should be provided within a 24 hour timeframe. If not, please contact the OKMS Welcome Center at (423)493-7793.

Ms. Earvin- OKMS Principal

Mr. Miller- 6th grade Administrator
  • miller_travis@hcde.org

Mr. Calloway- 7th grade Administrator
  • calloway_michael@hcde.org

Mrs. Duncan- 8th grade Administrator
  • duncan_charlette@hcde.org

Communication to Parents/Students

Teachers will only communicate with parents, guardians, or emergency contacts listed in PowerSchool.

Feedback to the Parent/Students
  • Contact through email
    ○ Click the underlined link below
    ○ Click Here- OKMS Contact Link
  • Call us at (423)493-7793
  • Response- provided within 24 hours
  • Weekly communication
  • Parent/Teacher conferences
  • PowerSchool grades updated weekly
  • Parent and student communication through School Messenger/Canvas
  • OKMS Website https://okms.hcde.org/

The social media platforms (Twitter- @The Knob, Facebook- Orchard Knob Middle School) will provide students/parents/teachers with updated information regularly.
Orchard Knob Middle School
Parent Communication

Additional Instructional Support

- All teachers are required to provide tutoring for students at least 1-day per week after school.
- Exceptional Education services and ESL services will be provided daily.
- During Phase II- Exceptional Education students and ESL Students have the option to attend each Wednesday for ½ day to receive additional service hours.

Contacting Teachers/Meeting Requests

- Teachers - Plan 60 minutes per day
- Parents can email teachers directly to address specific concerns and schedule a phone conference with teachers.
- At request, an administrator/school counselor can be invited to the meeting.
- Parents/teachers/students can visit our website for more information.

https://okms.hcde.org/

Concerns about Academic Progress & Social Emotional Learning/Health

The OKMS Social Work and Attendance Specialist as well as the School counselors are available throughout the school day by appointment.

Social Worker
Ms. Schmidt- schmidt_l@hcde.org

Attendance Specialist
Ms. Smith- smith_p@hcde.org

School Counselors
Ms. Steward- steward_c@hcde.org
- All 8th grade students
- 7th grade last names A-M

Ms. Thomas- thomas_jenn@hcde.org
- All 6th grade students
- 7th grade last names N-Z
Learning Platforms and Textbooks

- All students have access to Classlink and Canvas.
  - Classlink Website: https://launchpad.classlink.com/hcde
  - Classlink Powerpoint/Click the Blue Link: ClassLink PowerPoint

- Student Username: first initial + last name + student number
  - (Example: John Smith, 12345 would be js12345@students.hcde.org)
  - Student Password: the default password is the student's date of birth in MMDDYY format (Example: 06102015)

- All online textbooks or eBooks for each content (if applicable) can be accessed through a link on the teacher's Canvas courses.
Orchard Knob Middle School
Parent Communication

Phase II - August 12-28, 2020

**A-Day** - Report to School Mondays and Tuesdays, Wednesdays-Login onto Classlink (See below)

**B-Day** - Report to School Thursdays and Fridays, Wednesdays-Login onto Classlink (See below)

**HCS@Home** - (Log onto all classes promptly according to scheduled course)

<table>
<thead>
<tr>
<th>Bell Schedule</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday Logon Virtually to Classlink</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
<tr>
<td>7:15-8:15</td>
<td>1st block</td>
<td>1st block</td>
<td>Log onto 1st block</td>
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<td>8:18-9:18</td>
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<td>Log onto 2nd block</td>
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<td>9:21-10:01</td>
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<td>Log onto 3rd block</td>
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<td>10:04-11:04</td>
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<td>Log onto 4th block</td>
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<td>11:04-12:29</td>
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<td>Log onto 5th block</td>
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<td>12:32-1:12</td>
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Orchard Knob Middle School
Parent Communication

Phase III - Begins August 31, 2020
(Subject to Change/Based on trend of active COVID-19 cases)

A-Day and B-Day Students - Attend everyday Monday- Friday.
HCS@Home Students - Log onto all classes promptly according to scheduled courses.

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