

Anna Local Schools **Remote Learning Plan**

Below are the necessary components of the Remote Learning Plan in accordance with House Bill 164 Section 16.

The Anna Local Schools define remote learning as an education delivery model that a student receives instruction not in the traditional brick and mortar building. Students can receive remote instruction numerous ways:

- On-line platform
- Remote access into a traditional setting away from the brick and mortar school
- Packets delivered to the student or parents picking up learning materials for their child to be completed away from the brick and mortar building.

* It may be necessary to have on site meetings with parents and students but is still considered remote learning because the work is completed off site for a specific grade level or course(s).

Student Learning Needs Determined and Documented

Anna Schools will use remote learning opportunities to different degrees depending on the situations that arise during the 2020-21 school year. Any parent who requests their child be permitted to use remote learning opportunities will be required to meet with their child's building administrator. The meeting will be used to discuss why the parent believes it is best having their child learn remotely. Parents will be able to request remote learning opportunities for the following reasons:

- Medical conditions that prevent a child from physically attending school
- Anxiety issues that prevent a child from being around other children or adults
- COVID 19 concerns of contracting the virus by being around large numbers of people
- Social / Emotional issues that prevent a child from attending school
- Substitute for homeschooling. Homeschool children will be permitted to use the Anna Schools for classes if parents are unable to fulfill
- To fit a child's schedule for work or other activities. A child may use remote learning if they have accepted an internship or are using flex credit to gain work experience and need to fulfill their credits on-line to work around their schedule
- Religious reasons
- Other options agreed upon by Anna Schools and the parent / guardian

Once a valid reason is given to use remote learning, the building administrator will review the student's past academic performance and determine with the parent the best remote learning placement for the child. The following members may be part of the

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parent meeting: Director of Student Achievement, guidance counselor, a teacher and, if necessary, an intervention specialist.

* Individual parent / guardian meetings will be waived if the entire school is mandated to close for any reason. If an entire grade level(s) or class is quarantined, individual meetings with parents will not be held.

During the 2020-21 school year, remote learning may include:

- Students will be permitted to take traditional courses offered at Anna Schools remotely. The course will be taught, monitored and graded by Anna teachers. Teachers at Anna use various online platforms for instruction, review and assessments. Google Classroom, ProgressBook, and/or a class-specific procedure will be used to communicate learning activities and assignments. Coursework and assignments, including links to educational materials hosted on other websites, will be loaded on, but not limited to, Google Classroom or ProgressBook with the student having the ability to remote into the classroom while the lesson is being taught or viewing previously recorded lessons for instruction. This instructional delivery method may also be used in the event of a calamity cancellation. Teachers will keep communication with students and parents using online meeting platforms, email, texting apps or phone calls. Parents and students will also be able to have appointed face to face meetings with teachers. The major advantage here is the class is being taught by Anna employees and students who switch from remote learning back to a traditional school setting will do so seamlessly. The negative is the courses are slower paced with the student not being able to work ahead to a large degree.

- Anna Schools may offer a hybrid option in which students may be permitted to attend school in the evening a certain number of nights each week. There will also be an on-line component to this option. This option will be facilitated by a certified teacher. This option is contingent upon being allowable under state and local health orders and recommendations.

- Anna Schools use virtual platforms when a student is not required to attend school with the platform having a certified teacher assigned to the student. In some cases, it may be necessary or preferable to have students take online courses taught by certified teachers who may not be Anna employees. For example, high school students currently do this through Virtual High School and

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credit recovery options. The advantage is the student is still enrolled in Anna and will have all the opportunities afforded students enrolled in the traditional school. Furthermore, the student will be monitored by the certified teacher and personnel at Anna to make sure the student is making adequate progress.

Weekly instructional strategies may include:

- Live Zoom (or other interactive) sessions
- Recordings of live Zoom (or other interactive) sessions
- Recorded lessons
- Online access to educational programs
- Parent consultations
- Regular Office hours to address parent / student questions
- Additional resources which will be hosted on, or linked from, Google Classroom ProgressBook, or a class specific platform.

Methods for Determining Competency, Granting Credit and Promoting Students

All students working remotely will be monitored regularly (daily / weekly) for progress. The student will be monitored throughout the course for progress and success rate. Once the teacher of record determines the student has successfully completed all the activities and assessments, they will be granted full credit. Grades will be assigned in 9 week increments to meet extracurricular and board policy grading practices. Students using remote options will receive a grade using the same grading scale as traditional students.

Students will be monitored, graded and promoted as determined by the Anna Schools staff.

Attendance Requirements, Including How Participation In Learning Opportunities Will Be Documented

Student progress will be monitored regularly for all remote learning settings by the teacher of record and/or other Anna staff including, but not limited to, building principals, Director of Student Achievement, and guidance counselors.

Students' final grade will be reported to EMIS and transcribed to the student's cumulative file. Students may have to attend virtual classes at a specific time to meet daily attendance requirements. Attendance may be monitored and recorded by each

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teacher. This may include attendance records from live classes, documentation of completed activities and assessments, and records of communication between students/families and Anna School teachers and administration.

If the Anna Schools would eventually be required to operate exclusively in a remote format the following attendance protocols will apply:

Students will be required to communicate regularly with their teacher(s) and complete required activities and assessments. If a student fails to complete classwork for 10 consecutive days without proper documentation he/she is placed on attendance probation and must have a doctor's note for any further absence.

When a student fails to communicate with the teacher and/or complete classwork for 15 consecutive days, without proper documentation a notice will be sent to the Shelby County Attendance Officer with the Court.

Documentation may include:

- A signed doctor's note
- Notification from the Shelby County Health Department
- A source/reason that the building principal deems appropriate

Monitoring Student Progress

All students will be monitored regularly (daily / weekly) for progress. If it is determined that a child is not making adequate progress, the parent will be notified. If the student does not begin to make progress, a meeting (in-person or virtual) will be set up with the building principal or designee to determine the reasons for lack of progress. If necessary, an action plan will be developed to assist the student to get back on track. If progress is still not made, the school has the option to terminate the remote learning placement and request the student return to in-person school. If that is not possible, then inadequate progress may result in lowered grades and/or failure of a course.

Remote learning can be a strength or a weakness for student preferred learning styles. Therefore, Anna Local Schools will provide support to help the student succeed through a variety of methods. This may be one on one conferencing with students using Zoom (or another video conferencing application), providing hard copies of specific material(s), telephone conferencing, and more.

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Parents or guardians will be expected to work in cooperation with the school to monitor student progress, ensure students are logging in regularly to all required platforms, and help meet deadlines.

To help students and parents stay on track:

- Teachers will post weekly assignments online.
- Teachers will update grades on ProgressBook weekly.
- Teachers will mark assignments not turned in on time as 'missing' in ProgressBook in order to send an alert to both students and parents.

Equitable Access to Quality Instruction

The Anna Local Schools will provide services to students who are receiving education through remote learning. We will attempt to make efforts that would be familiar to students while they were in the traditional educational setting. Furthermore, students receiving their education through remote learning will be eligible for the same learning support and services. Remote learners will also have access to special education services and progress monitoring. All staff involved in remote learning will be licensed by the State of Ohio. Anna Schools may provide technology devices to students so online instruction will not be a limiting factor.

Professional Development Activities Offered to Teachers

Anna Local School Administrative team, in collaboration with teachers, other staff, parents, and students, provides professional development in identified areas of need.

With the COVID 19 pandemic, all teachers were provided support and professional development on using distance learning as the primary source of instruction, assessment, and record keeping. During the mandated shutdown, professional development was provided as a necessity to transition to 100% distance learning. In addition, teachers developed unofficial professional learning communities to teach each other techniques and digital applications to better provide instruction. Anna Schools will continue to offer professional development during the 2020-21 school year to enhance remote teaching and learning. Traditional professional development rooted in best instructional practices, curriculum, OTES 2.0, use of textbook resources, and other topics will also continue.