



# Remote Learning Plan

District Name:	Ashtabula County Technical & Career Campus
District Address:	1565 SR 167 Jefferson, Ohio 44047
District Contact:	Scott Wludyga, Superintendent
District IRN:	050815

The goal of remote learning is to ensure learning continues even though school buildings are closed. Remote learning engages students through a variety of learning opportunities, which can be delivered online and/or offline. Remote learning does not just mean online learning. Technology certainly is a supportive tool for remote learning, but powerful remote learning can occur through thoughtful offline lessons that encourage students to explore the natural world and engage in interdisciplinary and artistic hands-on learning.

HB 164 (June 2020) indicates that *“Each qualifying public school governing body may adopt a plan to provide instruction using a remote learning model for the 2020-2021 school year. An adopted plan shall not be subject to approval by the Department. Each plan shall include all of the following: (1) A description of how student instructional needs will be determined and documented; (2) The method to be used for determining competency, granting credit, and promoting students to a higher grade level; (3) The school's attendance requirements, including how the school will document participation in learning opportunities; (4) A statement describing how student progress will be monitored; (5) A description as to how equitable access to quality instruction will be ensured; (6) A description of the professional development activities that will be offered to teachers...The Department shall make each plan it receives under division (B) of Section 16 publicly available on its website.”*

**NOTE: As the school year proceeds and circumstances evolve, school districts are able to amend their respective remote learning plans to address changing needs. District superintendents are able to make amendments to the remote learning plan on behalf of the school district without additional local school board approval. Amended plans, however, must be resubmitted to ODE by email at [remotelarning@education.ohio.gov](mailto:remotelarning@education.ohio.gov). The Department will make all plans publicly available at [www.education.ohio.gov](http://www.education.ohio.gov).**

***This Remote Learning Plan outlines how the Ashtabula County Technical & Career Center will continue to educate and provide meaningful learning experiences if there is a need to close our campus during the 2020-21 school year. This plan also provides guidance for students to work in an environment where physical attendance on campus is limited to a reduced number of days. The learning may continue with a mix of in-person and online learning.***

**Instruction will take place in the following manner:**

- Teacher-student interaction through online learning platforms
- Online lessons for student to work on at home
- Offline lessons and instructional packets for students

# Remote Learning Plan

SECTION ONE	INSTRUCTIONAL NEEDS
<b>Resource Link(s):</b>	<a href="#">Determination of Student Educational Needs</a> <a href="#">Remote - Blended Instructional Delivery Resources</a> <a href="#">Exceptional and At-Risk Youth</a>
<b>Determining Instructional Needs:</b>	
<p><b>For New Students:</b> transcripts from associate schools, conferences with students/parents, Individual Education Plans (when applicable) &amp; 504 Plans (when applicable), recommendations from IEP Team &amp; Special Education Coordinators, formative and summative assessments in each course.</p> <p><b>For Returning Students:</b> Report cards, verification of credits earned, conferences with students/parents, Individual Education Plans (when applicable) &amp; 504 Plans (when applicable), recommendations from IEP Team &amp; Special Education Coordinators, formative and summative assessments in each course.</p>	
<b>Documenting Instructional Needs</b>	
<ul style="list-style-type: none"> <li>• The remote learning plans will include clear expectations and be clearly communicated to staff, students, parents and other stakeholders.</li> <li>• Resources will be communicated through a variety of channels- both online and via mail.</li> <li>• Teachers will receive guidelines and training for how to deliver lessons, effectively communicate with students, and how to assess student work and participation.</li> </ul>	

SECTION TWO	DETERMINE COMPETENCY, GRANTING CREDIT, & PROMOTING STUDENTS TO A HIGHER GRADE LEVEL
<b>Resource Link(s):</b>	<a href="#">District &amp; Building Level Educational Considerations &amp; Planning</a> <a href="#">Teacher Level Educational Considerations and Planning</a> <a href="#">Non-Building Based Learning Opportunities</a>
<b>Determine Competency</b>	
<p>Student progression will be based on demonstration of mastering identified competencies. Assessments may take place: via Google Classroom, Edmentum, or other online platforms deemed appropriate by administration; Webxams, credential &amp; certification attainment, course assignments, projects and work in the labs in person (when possible).</p>	

# Remote Learning Plan

## Granting Credit

Grading will be done in compliance with the grading scale that has been adopted in the student handbook.

Grading of incomplete, late, or unsubmitted assignments will follow our grading policy adopted in the student handbook.

Grades will be communicated via Parent Access in Progressbook.

## Promoting Students

Student promotion will be based on the final grade report and credits earned by each student in accordance with the requirements outlined in the student handbook. Final transcripts are maintained by the student's associate school.

## SECTION THREE

## ATTENDANCE AND PARTICIPATION

### Resource Link(s):

[Communications Planning](#)

[Attendance Considerations for Remote Learning Plans](#)

### Attendance & Participation Requirements

A-Tech staff will do its best to track student attendance based on completion of assignments. It will be clearly communicated to students and parents through various channels that all online/remote assignments are expected to be completed. Students who have access will logon to the designated learning management system. Students working with packets that are sent home will return the packets in the provided stamped envelopes.

Teachers will document participation through grades in Progressbook.

Teachers will log communication with students and parents as determined by administration.

Existing attendance requirements will be followed if applicable to the remote learning environment.

## SECTION FOUR

## PROGRESS MONITORING

### Resource Link(s):

[Exceptional and At-Risk Youth](#)

### Progress Monitoring

- Instructors will check the progress on students based on completion of and participation in assignments both online and in-person, when possible.
- Counselors and Special Education Coordinators will monitor the progress of students.
- Communication between the administration and instructors will ensure that we are actively engaging with students.

# Remote Learning Plan

SECTION FIVE	EQUITABLE ACCESS
<b>Resource Link(s):</b>	<a href="#">Technology Needs</a> <a href="#">Data Use: Gathering Stakeholder Input</a>
<b>Equitable Access</b>	
<p>Our goal is to provide students with technological resources as they are available and based on the needs of the individual student.</p> <ul style="list-style-type: none"> <li>• Students may attend campus when it is not prohibited by a state/county/local order for the purposes of accessing the internet or receiving support from staff.</li> <li>• Students with an IEP or 504 Plan may attend campus when it is not prohibited by a state/county/local order to receive support as outlined in their plans when those support resources are not accessible or available remotely.</li> </ul>	

SECTION SIX	PROFESSIONAL LEARNING
<b>Resource Link(s):</b>	<a href="#">Professional Learning Needs</a>
<b>Professional Learning</b>	
<p>Staff training and development will be ongoing through the remote learning process.</p> <p>Staff may take part in professional development opportunities that focus on student success in a remote learning environment via Google Classroom at sessions in August, 2020.</p> <p>Ongoing resources will be provided for Google Classroom, Edmentum and other resources which are program-specific.</p>	



## Return to School 2020

Updated 8/9/20

As we plan to return to school amidst the COVID-19 pandemic, we will use the information from the Centers for Disease Control (CDC), Ohio Department of Health, the Ashtabula County Health Department and the Ohio Department of Education (ODE).

Our Reset & Restart Committee met in June to plan for different scenarios. Using the feedback from those sessions, we have devised a plan that we believe will maximize learning in a safe environment.

Please note that things can continue to change. ODE is encouraging us to be “flexible” and “nimble” through this process. The superintendent is able to make amendments to the remote learning plan on behalf of the school district without additional local school board approval.

### Returning to School

#### Group A/Group B Format

- Students will be divided into two groups based on their career-technical program:
  - A Group students will attend A-Tech on Mondays, Wednesdays, and every other Friday
  - B Group students will attend A-Tech on Tuesday, Thursday, and every other Friday
    - [Click here to download program listings of Group A & Group B](#)
    - [Click here to download the full attendance calendar for each group](#)
- All academic courses will be delivered online through Google Classroom. *However, students will have a class, here at A-Tech, with their academic instructors in-person one period each week.* Students will be in their career technical program for the rest of the day.

#### A-Tech Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
Junior A Group	Junior B Group	Junior A Group	Junior B Group	Alternate Group
Senior A Group	Senior B Group	Senior A Group	Senior B Group	A/B Lab All Day
CTE A Group	CTE B Group	CTE A Group	CTE B Group	
English(1 period)	English (1 period)	Math(1 period)	Math(1 period)	
Social Studies(1 period)	Social Studies (1 period)	Science (1 period)	Science (1 period)	



## Return to School 2020

Updated 8/9/20

### **A Group**

#### **Monday & Wednesday & Every Other Friday**

Architecture & Engineering Design 1  
Auto Collision Technology 1  
Automotive Technology 2  
Career Technical Exploration A  
Career Technical Exploration C  
Carpentry 1  
Computer Systems & Networking 2  
Construction Technologies 2  
Cosmetology 1A  
Cosmetology 2A  
Culinary Arts 1A  
Culinary Arts 2A  
Early Childhood Education 1  
Electricity 2  
Health Care Academy 1  
Horticulture, Land. & Parks Manag. 1  
Power Sports & Outdoor Equip. 2  
Precision Machining & Manuf. 2  
Public Safety Academy 2  
Small Animal Care 1  
Software & Application Design 2  
Visual Design & Imaging 1  
Welding 2

### **B Group**

#### **Tuesday & Thursday & Every Other Friday**

Architecture & Engineering Design 2  
Auto Collision Technology 2  
Automotive Technology 1  
Career Technical Exploration B  
Career Technical Exploration D  
Carpentry 2  
Computer Systems & Networking 1  
Construction Technologies 1  
Cosmetology 1B  
Cosmetology 2B  
Culinary Arts 1B  
Culinary Arts 2B  
Early Childhood Education 2  
Electricity 1  
Health Care Academy 2  
Horticulture, Land. & Parks Manag. 2  
Power Sports & Outdoor Equip. 1  
Precision Machining & Manuf. 1  
Public Safety Academy 1  
Small Animal Care 2  
Software & Application Design 1  
Visual Design & Imaging 2  
Welding 1



# Return to School 2020

Updated 8/9/20

## A-Tech 2020/21 School Calendar

August 2020						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

A Group

B Group

- Sept. 7, 2020 Labor Day - No School
- Sept. 24, 2020 Parent/Teacher Conferences
- Sept. 25, 2020 No School
- Oct. 9, 2020 No School
- Nov. 26, 2020 Thanksgiving
- Nov. 27, 2020 Thanksgiving Break
- Nov. 30, 2020 Thanksgiving Break
- Dec. 21 - Jan. 1 Winter Break
- Jan. 18, 2021 MLK Day - No School

- Feb. 11, 2021 Parent/Teacher Conferences
- Feb. 12, 2021 No School
- Feb. 15, 2021 Presidents' Day - No School
- Mar. 29 - Apr. 5 Spring Break
- May 31, 2021 Memorial Day - No School



### Student Work

The expectation is that work is being completed online the days that students are not in attendance on campus.



## Return to School 2020

Updated 8/9/20

### Safety

We are following the guidelines from ODE, Ohio Department of Health and the Ashtabula County Health Department. The following are some of the things we will be doing on campus.

- Symptom Screening
  - All staff members and students will have their temperature taken upon arriving to campus
    - Individuals with a temperature of 100.4 F or higher will be isolated until they can be sent home. They can return with a written note from a doctor if the symptoms are no longer present.
    - Protocols for individuals exhibiting symptoms will be followed to isolate in a designated area before they are sent home. We will follow the guidelines from the Ashtabula County Health Department for individuals who show symptoms.
- Hand sanitizer dispensers will be installed near the entrances to each building and outside of classrooms
- One-way hallways will be implemented in high traffic areas
- Changes to lunch/cafeteria procedures will provide social distancing/barriers
- A sheet of plexiglass will be installed at the front of every classroom to provide a barrier for instructors
- A sanitation procedure will be used in classrooms at the conclusion of each class
- Additional cleaning/sanitation will take place throughout the day in restrooms and common areas
- “Touchless” faucets and flush toilets are being installed
- New air filters have been installed in our HVAC systems
- We will encourage frequent hand washing

### Social Distancing

The Ashtabula County Health Department recommends maintaining six (6) feet when possible. We will practice social distancing in our labs and classrooms.



## Return to School 2020

Updated 8/9/20

### Masks Required

[Governor Mike DeWine has mandated masks.](#) Cloth face masks will be required for all staff and students. Masks must cover the nose and mouth. Exceptions include:

- Facial coverings in the school setting are prohibited by law or regulation
- Facial coverings are in violation of documented industry standards
- Facial coverings are not advisable for health reasons
- Facial coverings are in violation of the school's documented safety policies
- Facial coverings are not required when the staff works alone in an assigned work area
- There is a functional (practical) reason for a staff member or volunteer to not to wear a facial covering in the workplace.
- Those with a medical condition or a disability or those communicating with someone with a disability;

*(Schools must provide written justification to local health officials, upon request, explaining why a staff member is not required to wear a facial covering in the school. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin.)*

### Career-Technical Guidelines

The Ohio Department of Education has issued guidelines for Career-Technical Education that aligns with Business and Industry standards. [Click here](#) to see the list and links to documents specific to pathways.

### Early Placement

Students who are eligible for the [Early Placement program](#) will follow the program guidelines. Additional arrangements or restrictions related to COVID-19 may be required depending on the arrangements made with the employer. Early Placement will be considered on a case-by-case basis.