

RESOLUTION
OF
CANTON HARBOR HIGH SCHOOL

RESOLVED, that the Governing Authority, Canton Harbor High School Board of Education, authorize the Canton Harbor High School Remote Learning Plan for the FY20-21 school year.

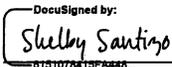
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Rhoderick Simpson (Signature)

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David Yakley (Signature)

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Date: 7-27-2020

Motion: FY2021-07-05

Canton Harbor Remote Learning Plan Fall 2020

1. Description of how student instructional needs will be determined and documented.

- a. Student instructional needs will be based on the individual needs of the student. A survey will be provided to the students and/or parent/guardian to determine the best medium in which to allow students to complete their coursework whether that be digitally or analog. The needs of the student will be evaluated based on IEPs, 504's, and requests made by parents that may not feel comfortable sending their students back into the classroom. All students will be provided with the appropriate equipment and access needed to participate in both intermittent and fully remote digital learning environments. If need be, students will also have the opportunity to complete assignments using high-quality paper learning packets that are sequenced and encourage student discovery.
- b. Canton Harbor will ensure that all students have access to their teachers remotely via Google Meets at scheduled times every day throughout the school week or upon request, and/or in-person meetings by appointment.
- c. Canton Harbor will monitor the Ohio Public Health Advisory System to make any changes to the learning environment.

2. Method used for determining competency, granting credit, and promoting students to higher grade levels.

- a. Canton Harbor provides Graduation Plans for each student upon enrollment. Graduation Plans are built to reflect the students academic needs, and are used to determine student schedules. Graduation Plans are a working document that provides information to the student, teachers, and administrators about students progress. Graduation Plans are updated on a quarterly basis to indicate progress toward class completion and/or progress toward graduation.
- b. Program policy dictates that students must complete all assignments and assessments as determined by their teacher. Students must complete each assignment in order to make progress toward completion. Incomplete assignments in any class will result in a grade of "Incomplete" for the course. Students with grades of "Incomplete" are not eligible for course completion and/or graduation.
- c. Promotion to other courses at Canton Harbor is completely dependent upon the students ability to complete the courses required for graduation as defined by the Ohio Department of Education. Students do not move onto other courses if they have a grade of "Incomplete." Students must complete each course for promotion to other courses required for graduation.

3. The school's attendance requirements, including how the school will document participation in learning opportunities.

- a. Student attendance will be closely monitored to ensure that Canton Harbor is in compliance with the "72-hour rule" of the ORC 3314.03(A)(6)(b) "for automatically withdrawing a student from the school if the student without a legitimate excuse fails to participate in the seventy-two consecutive hours of the learning opportunities offered to the student."
- b. Students will have a variety of mediums to interact within the learning environment. Students engaging in synchronous learning, whether in person, or remotely via Google Meets, will be documented for the time spent working within that particular environment. Teachers and/or administrators will provide real-time data in the form of logs, virtual classroom attendance, and/or Google login information to ensure participation
- c. Students engaged in asynchronous learning will have their attendance tracked using the following means:
 - i. Learning Management System- students engaged in coursework completion via the LMS will be monitored for time spent within the LMS environment. Hours can be tracked using login and logout time stamps, and/or LMS reports indicating time spent working within the LMS.
 - ii. Teachers will monitor, and log, daily interactions with students using various forms of electronic platforms (messages, email, phone calls, video chats, etc). Student interactions will be logged by the teacher. Teachers will be required to keep a record of all communication between students and teachers.
 - iii. Assignment completion: Teachers will be required to design assignments that are "time weighted" or teachers should determine the number of hours they expect an assignment to take for a typical student. Completed assignments will be used to determine student attendance.
 - iv. Any student *not* meeting the daily attendance requirements in any one, or more of the mediums described above, as indicated by teachers, will be contacted by the Dean of Students or other school officials regularly.

4. Statement how student progress will be monitored.

- a. Student progress will be monitored using a variety of mediums. As a Canton Harbor student, the expectation is to complete ALL assignments and assessments as determined by the teacher. Teachers at Canton Harbor are required to indicate student progress on each individual's Graduation Plan on a quarterly basis; which is reflective of the assignments and assessments completed during each grading period. Students that have a grade of "Incomplete" at any time during the school year have been identified as a student that is not making adequate progress toward course completion. At the end of each quarter, students with grades of incomplete will meet with the Assistant Principal and Dean of Students to discuss the lack of progress toward course completion and/or graduation.

- b. Student progress will also be monitored using a variety of digital, and in some cases, analog mediums.
 - i. Teachers will be able to monitor student progress using, but not limited to, the following digital mediums:
 - 1. PLATO Courseware
 - 2. Achieve3000
 - 3. IXL Math
 - 4. IXL Science
 - 5. CK-12
 - c. Teachers have the ability to monitor student progress using, but not limited to, the following analog mediums:
 - i. High-quality paper packets
 - ii. Project Based Learning Projects
 - iii. Scheduled Face-to-Face Presentations
 - iv. Portfolio
- 5. Insurance of equitable access to quality instruction**
- a. Teachers will be available to students at all times via the following formats
 - i. Regularly scheduled daily Google Meets conferences with teachers and Intervention Specialists
 - ii. Google Meets conferences with teachers and Intervention Specialist upon request
 - iii. Face-to-Face meetings with Classroom and Intervention Specialist by appointment
 - iv. Teachers will also be available via email, messaging, and phone calls
 - v. Students will be provided with a Chromebook to complete coursework digitally. Students that may need access to the internet, will be provided with a hotspot. Students will also have access to analog coursework if the student's situation deems analog to be the best medium to ensure progress toward course completion and/or graduation.
- 6. Description of the professional development activities that will be offered to teachers.**
- a. Teachers will engage in a number of professional development activities. Teachers will take part in professional development that places an emphasis on remote instruction including but not limited to:
 - i. Google Certifications
 - ii. PLATO LMS
 - iii. "Flipping the Classroom" Techniques
 - iv. Remote Instruction for Special Needs Students
 - v. Trauma & Resilience Training
 - vi. Digital Techniques to engage parents
 - vii. Remote Learning and STEM
 - viii. IXL Math and Science Training
 - ix. Project Based Learning