Clay Local School District

Remote Learning Model Plan / Alternative Mixed Methods

clay.k12.oh.us/pantherrestart

This plan focuses on alternative scheduling options to enable appropriate levels of social distancing in classrooms. Please remember that even though sometimes we must remain socially distant, School remains in session whatever the schedule option we are using. The goals of the Clay Local School District Remote Learning Plan include allowing us to operate safely and to allow the district to continue teaching and learning at all levels no matter the scenario.

Requirements, as indicated in House Bill 164.

1. **A description of how student instructional needs will be determined and documented.**
   a. In Order to be able to deliver 100% Online (by parent choice) and Remote Learning Options, technology will be placed into the students' possession.
      i. All K-12 Clay students will have access to a district provided Chromebook.
      ii. The district is also attempting to ensure connectivity is available to all students by implementing Wi-Fi hotspots at multiple locations in the community.
   b. Each Classroom teacher will determine through our assessment process the academic level of each student as we begin this school year.
   c. Each classroom teacher has/shall develop online or other distance lessons for each course taught by that teacher.
      i. The teacher will have a sufficient number of lessons to provide adequate levels of instruction for the 2020-21 school year.
      ii. Each daily lesson shall equate to a school day of instruction in the teacher's class, in the judgment of the teacher and to the maximum extent possible under current conditions.

d. School Administration shall meet at least once weekly to discuss and review the instructional planning and make necessary adjustments.

2. **The method to be used for determining competency, granting credit and promoting students to higher grade levels.**
   a. Teachers are expected to provide instruction, lessons, activities, etc. tied to the standards which would normally be covered during the school facility closure.
   b. Teachers are expected to make this work available in a digital format for access from students on Chromebooks.
   c. Teachers are expected to provide feedback and grade the assigned work & enter it into ProgressBook.
   d. Planning current and future lessons
   e. Communicating with families/students
   f. Check and respond to email throughout the day

3. **The school's attendance requirements, including how the school will document participation in learning opportunities.**
   a. All students whether 100% online or Remote (in Orange and Red Levels) are expected to participate in synchronous learning at scheduled class times.
   b. Our local attendance officers will assist us in new ways this year.
   c. Student logins may be used to track attendance whenever possible.
   d. Student completion of assignments may also be used to track attendance.
   e. Additional methods of tracking attendance may include
      i. Traditional attendance for synchronous learning
      ii. Daily logins to learning management systems
      iii. Daily interactions with teachers including messages, emails, telephone calls, video chats, etc.
      iv. Assignment completions and number of hours to complete such assignments.

4. **A statement describing how student progress will be monitored.**
   a. Ongoing attempts to engage each student shall be made and in the case of any student failing to engage the district will document those attempts via the district contact database.
   b. Teachers will update or replace such lessons as necessary throughout the school year based on the instructional progress of students.
   c. Each student enrolled in a course for which a lesson is posted shall be granted a reasonable period from the date of posting to complete the lesson, except that this time period is altered as needed by the teacher at the end of the school year to ensure that the assignments are able to be submitted for grading.
   d. All teachers are encouraged to be lenient and flexible with grading practices.
   e. The classroom teachers shall grade 100% online/remote lessons in the same manner as other lessons. If the student does not complete lessons within a reasonable time period, the student may receive an incomplete or failing grade unless a reason sufficient to the teacher is provided.
   f. An additional component of the plan is the creation and distribution of "Blizzard Bags," which are paper copies of any lessons posted online if it is required.

5. **A description as to how equitable access to quality instruction will be ensured.**
   a. As much as is possible the expectations for non-classroom-based learning should be appropriate and in accordance with Individualized Education Programs in place for students with disabilities.
   b. Intervention Questions and Concerns include:
      i. IEPs and intervention assistance- Attempt to conduct these in person if possible.
      ii. If in person meetings are not possible then attempt to hold meetings via Google Meets/Hangouts or via telephone.
      iii. Inform parents that the date of the meetings will be what is written as the meeting date.
      iv. If you cannot conduct a phone conference, then attempt to mail it. Do your best on this!

6. **A description of the professional development activities that will be offered to teachers.**
    a. Teachers will continue to be offered high quality professional development as in past years.
        i. Public School Works will provide training in many areas including training regarding COVID-19.
        ii. The SCOESC Curriculum personnel will provide training prior to the beginning of the school year relating to providing high quality online and remote instruction.
        iii. The Clay Local School District will provide technology training to assist with the implementation of the technology needed to provide online and remote instruction.
        iv. Other professional development will be provided as recommended by the District Leadership Team as has been our past practice.
        v. Additional professional development may be implemented as recommended by other district teams or by individual staff.
    b. Teachers will continue to Participate in DLT, TBT, BLT, and other essential meetings

Recommendations and Best Practices

1. **Fixed schedules: Courses have established schedules for teacher-led instruction.**
    a. The district has communicated the Panther Restart plan and made the link available as follows:
    b. clay.k12.oh.us/pantherrestart
2. **Online learning materials: Online materials are aligned to the curricula of the courses designed to support teacher-led instruction.**
    a. The teacher shall designate the order in which the lessons are to be presented in the classroom and/or posted on the district's web portal or website.

b. Teacher/student/parent communications and assignments includes the following online learning platforms:
   i. All teachers will have a teacher portal on the school website. Which includes posting of instructions, instruction, videos, etc.
   ii. Remind Text, email, and Robocalls made to inform students and families regarding building closure information and Progress Reports
   iii. Facebook, Twitter, email, and Clay Web Page Postings regarding all information
   iv. Google Classroom
   v. Google Meets/Hangouts
   vi. Blackboard
   vii. ClassDojo
   viii. Shutterfly
   ix. FES – Clay Academy
   x. Clay email
   xi. Study Island
   xii. Any other resources teachers deem as useful to assist students

3. **Clear expectations: Teachers will establish clear expectations to guide students as they engage in non-classroom-based learning. Students may be offered flexibility on the pace of when the non-teacher-led instruction will occur, which could provide flexibility to students as they navigate the demands on their time when they are not in the classroom.**
   a. Expectations for students include
      i. Students shall complete assignments in accordance with their teachers' instructions.
      ii. Students are responsible for their work.
      iii. They are expected to access this work online at clay.k12.oh.us and/or other teacher assigned learning platforms.
      iv. Check the work posted by each teacher and complete it as instructed by each individual teacher.
      v. Students to access work online when necessary.
      vi. Please do your best to access school provided Wi-Fi networks (hotspots) if you do not have access at home.

b. Additional strategies/tips that our teachers have communicated to be successful this past year.

     i. Schedule a lesson/activity for each day.

     ii. Chunk the material for students (If using Study Island, assign one or 2 topics a day instead of 15 for the period where students are learning online or remotely, for example.)

     iii. Students may have a tendency to procrastinate anyway. Providing an outline would help! (Research paper - Don't just say "Work on the research paper", break it into parts - Suggestions like - locate & take notes from 3 credible sources, begin writing introduction/turn in the introduction (grade, give feedback & return to the student), etc.

     iv. Best practice during this time is to check in as often as possible with students. Make every attempt to make sure students have "Face Contact" (synchronous learning) with teachers.

     v. As students' complete lessons/activities/assignments, please do your best to provide feedback as soon as possible.

     vi. These "checks for understanding" will be very important in trying to keep students on track with their work.

     vii. It is recommended that you communicate early and often with your students.

     viii. IF you call home, it is recommended that you dial *67 prior to calling a student at home (this will mask your cell number).

     ix. Teachers can also call through the district phone system if necessary.

     x. Some additional tools used by teachers are Google Voice, Google Docs, Google Forms, Accelerated Reading, Prodigy Math, Myon, EPIC, Freckle, YouTube Videos, Edmentum Study Island, Jamboard, Kami, Newslea, Reading A-Z, Spelling City, Pearson, Pearson Centers, Storyline Online, ShutterFly, Scholastic Lessons, Khan Academy, Class Tag, www.amazingeducational resources.com, Classroom DoJo, and Zoom.

4. **School and Community Communication Plan: The district has clearly communicated its plans to students, parents and faculty in an effort to facilitate cohesion as the community transitions into the school year.**
    a. The district has communicated the Panther Restart plan and made the link available as follows:
        i. clay.k12.oh.us/pantherrestart
    b. Food Service will continue to needy students (whether the students are in school or not) and continuing until the last day of school (if allowed by Ohio Department of Health).
    c. The CLSD and The Nutrition Group kitchen staff will work to prepare and get meals to needy students.
5. **Help services for all issues**
    a. Administrative Questions – Please call 740-354-6644 (leave a voicemail if necessary) or email.
    b. Technology Questions or Chromebook Issues (including repair) – Please call or text 740-280-2529. Mr. Baker or Mr. Kuehne will be available to assist you.
    c. Classroom or assignment Questions – Please contact your individual teacher (via Clay email, the Student Portal, through Remind Announcements or by calling 740-354-6644).