



EVERGREEN LOCAL SCHOOLS

Building on Tradition, Committed to Excellence, Cultivating the Future

14544 County Road 6 • Metamora, OH 43540 • 419-644-3521

REMOTE LEARNING PLAN

District Name:	Evergreen Local School District
District Address:	14544 County Road 6 Metamora, OH 43540
District Contact:	Eric J. Smola, Superintendent
District IRN:	047050

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.”*

The deadline for qualifying public schools to submit their adopted Remote Learning Plans to the Ohio Department of Education has been extended to August 21, 2020 to allow school leaders sufficient time to develop their plans. Adopted Remote Learning Plans should be submitted electronically to remotelearning@education.ohio.gov.

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 remotelearning@education.ohio.gov. The Department will make all plans publicly available at www.education.ohio.gov.

For more details, the Ohio Department of Education has prepared informational resources outlining the features and differences between blended learning declarations and remote learning plans on the [Remote Education Planning website](#).

SECTION ONE

How Student Learning Needs Will Be Determined

- Students will be provided instruction across three components:
 - **Live, virtual lessons through an online learning platform.** Examples of online learning platforms include Google Classroom, Zoom, etc. Teachers will provide students with lessons while engaging with and supporting students through discussions, online lessons, and assignments.
 - Teachers will provide live or recorded classroom instruction to advance student learning, open office hours, and individualized learning support. Teachers will provide four days of instruction through live or recorded lessons from within our school buildings.
 - Live or recorded virtual lessons will be scheduled and will take place during assigned times.
 - **Online lessons for students to work on independently at home:** Teachers will present lessons virtually and assign independent work/assignments for students to complete through an online learning platform (such as Google Classroom, digital curriculum resources, etc.).
 - **Offline lessons or lessons that allow for hands-on activities:** Teachers may provide students with appropriate interdisciplinary, exploratory, hands-on activities. Teachers will balance screen time with learning that occurs offline and engages students' creativity, curiosity, writing, journaling, and discovery.
- Students will receive instruction four days a week during an assigned time. Enrichment and intervention will be available one day a week, during an assigned time and teachers will be available for office hours.
- Students will be expected to “attend” class virtually daily and complete/turn in assigned work.
- In addition to assignments posted on an online learning platform, students will be provided with a homework matrix to keep track of assignment deadlines.
- Families will be provided an overview of classroom routines and expectations including:
 - How feedback will be shared
 - How parents can access learning information
 - How Google classroom is organized
 - How flexibility will work for students needing extended time to complete work
- Evergreen will be utilizing one communication platform (Remind) with families.
 - Teachers will be available during office hours to provide ongoing feedback about student learning progress and to answer questions from students or parents.
- Teachers will provide live or recorded lessons from within our school buildings during the scheduled school day.
- Elementary Students:
 - Live or recorded lessons (recommendation to record and post within your Google Classroom) will be scheduled by grade level and building.

- Elementary teachers will provide four instructional days of live or recorded lessons through an online learning platform (Google Classroom and Zoom) for: Reading/ELA/Writing, Math, Science, and Social Studies. Live or recorded lessons may also include extension assignments that students will complete independently.
- Elementary teachers will connect with individual students or small groups of students for feedback and support (tutoring) as determined by individual learning needs.
- Elementary students will receive 30 minutes a week of instructional activities in art, music, and physical education.
- Middle and High School Students:
 - Live or recorded lessons (recommendation to record and post within your Google Classroom) will be scheduled and will take place during assigned class times as during on campus instruction.
 - Middle and High School Teachers will provide four instructional days of virtual lessons through an online learning platform (Google Classroom and Zoom) in their content area.
 - Students will be given assignments through the online learning platform (Google Classroom) to complete independently.
 - Middle and High School Teachers will connect with individual students or small groups of students for feedback and support (tutoring) as determined by individual learning needs.
- Special Education Students:
 - Intervention Specialists will continue to co-plan and instruct in the co-taught ELA and Math classes.
 - Intervention Specialists will arrange and maintain specially designed instruction per individual student IEP's while maintaining documentation.
 - Intervention Specialists who are not co-teaching will provide daily virtual lessons through an online learning platform (Google Classroom and Zoom) to ensure that students with moderate-intensive needs are receiving individualized specially designed instruction that meet all IEP components while maintaining documentation.

SECTION TWO

Methods for Determining Competency, Granting Credit, & Promoting Students

- To help determine students' levels of knowledge and understanding of content standards students were expected to master during the spring remote learning, teachers will utilize data to inform their instructional practices. Data will be from vendor assessments, curriculum assessments, and/or an analysis of standards from the previous grade level.
- Students' instructional needs will be determined through Zoom meetings (live lessons, small group, or individual), formative assessments, completed assignments with feedback, written communications, and summative assessment results.
- A student will be promoted to the succeeding grade level when s/he has:
 - Completed the course and state-mandated requirements at the presently assigned grade;
 - Achieved the instructional objectives set for the present grade;

- Demonstrated sufficient proficiency to permit him/her to move ahead in the educational program of the next grade;
- Demonstrated the degree of social, emotional, and physical maturation necessary for a successful learning experience in the next grade.

SECTION THREE

ATTENDANCE AND PARTICIPATION

- Attendance will be taken daily based on these options:
 - **Teacher-led remote learning (synchronous):** Teachers will provide live or recorded scheduled lessons for students. Each live or recorded lesson will equate to in-person instruction.
 - **Self-directed remote learning (asynchronous):** Students will be able to show evidence of participation of learning when not in live or recorded lessons with teachers by:
 - Daily logins into Google Classroom.
 - Daily interactions with the teacher that may include, but not limited to, messages, emails, telephone calls, video chats or other formats where teachers can engage with students.
 - Assignment completion.
- Students should be engaged in their learning through live or recorded lessons, daily interactions with their teachers, and completed assignments.
- If there is no evidence the student has engaged in any way in a remote learning activity, then the student will be marked with an absence.
- Students who are not engaged in their learning will follow Evergreen's absenteeism and truancy policy.
- The remote learning plan, when implemented, will override the district's attendance policies.

SECTION FOUR

PROGRESS MONITORING

- Assignments that require a grade will establish clear guidance and criteria for grading that will be communicated to students and parents. Rubrics and samples of work may be provided on assignments.
- Assessments will be constructed with higher depth of knowledge questions/activities to allow for assessment of higher level thinking and analysis of content, therefore limiting opportunities for inappropriate assessment behavior (such as cheating).
- Grades can include, but not be limited to participation in Zoom or live lessons, completed assignments, and quality of work submitted.
- Late assignments will be accepted according to defined individual class policy.
- Grading will be based on the traditional, letter grade format.
- Teachers will provide students with timely feedback on assignments and assessments.

SECTION FIVE

EQUITABLE ACCESS

- Evergreen will provide hotspots for families with no or limited internet access. Hotspots will be checked out using a process to library book loans.
- When Evergreen transitions to full remote learning for all students, each K-12 student will be provided with a district issued Chromebook and charger.
- Evergreen teachers and staff will provide additional virtual lessons (enrichment and intervention) for students as needed should a mandated closure occur. Zoom sessions may be conducted in an individual or small group setting for students who need additional support.
- Evergreen teachers and staff will provide office hours during the school day (8:00-3:00 PM) that will be communicated immediately after the mandated closure is announced.
- Students with disabilities and those receiving assistive services will receive services through live Zoom sessions.
- If a student is sick or mandated to quarantine, students will have the opportunity to attend zoom lessons as appropriate, turn in work (as sickness allows), and will receive feedback on submitted work. Teachers will allow for flexibility and work exemptions as necessary on an individual basis.
- The district has conducted a survey to determine the extent of internet access among students and to make accommodations for those who lack such access.

SECTION SIX

PROFESSIONAL LEARNING

- **Students:**
 - Evergreen will provide students with training on utilizing platforms for remote learning (i.e. Google Classroom, email, digital curriculum resources, Zoom, etc.)
 - Students will learn how to use Powerschool to check grades remotely.
- **Parents:**
 - Evergreen will provide families with tutorial videos on the district website related to remote learning; such as PowerSchool, Google Classroom, Remind, Clever, etc.
 - Evergreen will provide families with additional digital resources to support and extend student learning during remote learning.
- **Teachers:**
 - Evergreen will provide resources for remote learning - Remind app/program, Clever, Zoom, Chrome Remote Desktop, Google Classroom, digital curriculum resources, digital file management, engaging instructional strategies, etc.
 - Evergreen will provide training specific to COVID, health, cleaning, and safety protocols.
 - Evergreen will provide training on building relationships and supporting social-emotional needs for students during remote learning.