



## Southeast Local Schools Remote Learning Plan

*Our Reset & Restart District Plan is located on our website.*

Description, Grading, Attendance, Progress & Equitable Access of how student instructional needs will be determined and documented:

1. Maximum learning hours per day of direct instruction (vary by grade)
2. Daily attendance check
3. Daily student submission
4. Combination of live instruction, text, links to prerecorded instructional videos, form submission (k-12 The Virtual Classroom & 6-12 PLATO)
  - a. Suggested video length under 10 minutes
  - b. Consider balance of on-screen vs off-screen activities
5. Google Classroom is universal learning management and Google Slides to deliver a weekly pacing guide
6. Weekly parent communication (using a team approach)
7. Grades/Progress reported weekly
8. Weekly video/phone conferencing with students (individual or small group, also using the team approach) as needed with special emphasis on students with exceptional needs (SWD, EL, Gifted, etc.)
9. Online learning will mirror learning in classroom, inclusive of objectives, feedback, and assessments
10. Teacher collaboration for MTSS/RTI, IEPs, 504s, ELL & Gifted
11. Social and emotional supports
12. All students have access and adjustments will be made if/when needed.

*Southeast Local Schools will maintain an equitable education system where all students develop the knowledge and skills they need to be engaged and become productive members of society. All students will have access to all educational opportunities within our district.*

**Maximum** learning hours per day (vary by grade). This maximum time is the total time for core subject areas for direct instruction and time spent with IS (teacher collaboration is important to not exceed total time).

- PreK 1 hour per day
- K-2 2 hours per day
- 3-4 2.5 hours per day
- 5-8 3 hours per day
- 9-12 3-3.5 hours per day

## Remote Learning Procedures

1. All students will be issued a Chromebook
2. Teachers will follow remote learning guidelines as it relates to the number of minutes for learning and class structure.
3. Students who opt for remote learning will be expected to complete the grade level curriculum and all assignments that are part of the learning process.
4. Students will be subject to grading, as it exists in a live classroom setting.
5. Student promotion will be dependent on work completion, online time and work accuracy.
6. Parent/student declaration must be signed and complied with to remain remote, or the student will be considered truant. A parent/student orientation must also be attended in order to participate in this program.
7. A student who is eligible for IDEA services will receive them remotely during typical school hours.
8. Parent/student agree to remote learning for a semester at a time (unless otherwise approved by the Superintendent).
9. For remote learning, the teacher will establish the hours that he/she is available for assistance, live lessons, and office hours.
10. Parents and students will be contacted via phone, messaging applications, and email.
11. Parent and student must maintain internet access for remote learning.
12. PLATO online learning will be utilized for students in grades 6-12. The Virtual Classroom will also be available to supplement content k-12.

- **Remote Learning Delivery Method:** Attendance tracking may require multiple approaches to account for the differences between *in-school activities*, *teacher-led remote learning* and *self-directed remote learning*.
- **Teacher-led remote learning & Self-directed remote learning:** In developing the district remote learning plan attendance can be taken using the following methods:
  - Daily logins to learning management systems, Daily interactions with the teacher to acknowledge attendance (Examples of daily interactions between teachers and students could include, but are not limited to, messages, emails, telephone calls, video chats or other formats that enable teachers to engage with students) and/or Assignment completion.
- **Excused absences:** Any circumstances for which an excuse is received—regardless of whether the particular time frame covered by the excuse is part of an in-school experience or a remote experience will be recorded based on past practice.
- **No evidence of exposure, engagement or participation:** If there is no evidence the student participated or engaged in any way in a remote learning, then the student will be marked with an absence for that day. Our Local Attendance and Absenteeism Policies will be followed.

Professional Development: All teachers were provided training on Google classroom and the online content supplemental components. The elearning coordinator and the instructional technology coordinator also will support teachers when needed.

Remote Learning Declaration Form:

|                  |            |
|------------------|------------|
| Student(s) _____ | Grade_____ |
| _____            | Grade_____ |
| _____            | Grade_____ |
| _____            | Grade_____ |
| _____            | Grade_____ |

I, parent/guardian, of student(s) listed above, have elected to enroll my child(ren) in the online learning program with the Southeast Local Schools for the 2020-2021 school year. This program of learning was created as a result of the COVID-19 virus pandemic and may not be an option in future school years.

In order to create the best environment for learning, I agree to the criteria outlined below. I understand that the school can terminate the online learning of my child(ren) after I have been given 2 warnings about lack of engagement (both written). I must turn in this commitment form by August 4, 2020 to secure my child(ren)'s spot in the online learning class.

I agree to the following and will participate as outlined below, or my child(ren) will be expected to be in attendance at school in person for the 2020-2021 school year (please initial next to each item):

\_\_\_ I will attend a parent/student orientation that will include training on technology.

\_\_\_ My child(ren) will meet the grade level attendance and seat time expectations as outlined for his/her specific grade level.

\_\_\_ I will secure access to reliable internet and ensure that this is maintained through the course of the school year.

\_\_\_ I am liable for any damage that occurs to the school-issued device and will pay for the replacement to ensure that my child can meet his/her learning goals.

\_\_\_ I understand that grading, assessment and reporting policies are consistent with in-person instruction.

\_\_\_ I understand that if my child receives special education related services, these services will be provided within the school day hours.

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Signature

Date\_\_\_\_\_

