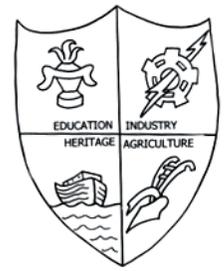


SPENCERVILLE SCHOOLS

Learning and Growing Together as One School, One Community, One Purpose



K-12 Building
2500 Wisher Drive
Spencerville, OH 45887

Administrative Office
600 School Street
Spencerville, OH 45887

To: Ohio Department of Education
From: Cindy Endsley -Superintendent
Date: 7-30-2020
Subject: Remote Learning Plan

Spencerville Local Schools Remote Learning Plan

The Spencerville Local School District has used remote learning protocols for several years for a fraction of our student body. However, because of COVID-19, Spencerville Local Schools was forced to use remote learning from March 2020 to June 1, 2020 on a large scale. It is anticipated there will be further disruptions to the education process during the 2020-2021 school year as the global pandemic continues.

Spencerville Local Schools defines remote learning as an educational delivery model that a student receives instruction not in the traditional brick and mortar building. Students can receive remote learning instruction numerous ways:

- On-line platform
- Remote access into a traditional setting away from the brick and mortar school
- Packets delivered to the student or parents picking up learning materials for their child to be completed away from the brick and mortar school

* It may be necessary to have on site meetings with parents and students, but is still considered remote learning because the work is completed off site for a specific grade level or course(s).

Student Learning Needs Determined and Documented

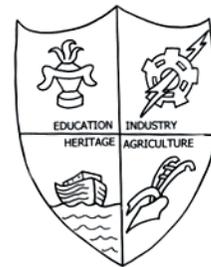
Spencerville Local Schools will use remote learning opportunities to different degrees depending on the situations that arise during the 2020-2021 school year. Any parent who requests their child be permitted to use remote learning opportunities will be required to meet with their child's building administrator. The meeting will be used to discuss why the parent believes it is best having their child learn remotely. Parents will be able to request remote learning opportunities for the following reasons:

- Medical conditions that prevent a child from physically attending school
- Anxiety issues that prevent a child from being around other children or adults
- COVID 19 concerns of contracting the virus by being around large numbers of people
- Social/Emotional issues that prevent a child from attending school
- Substitute for homeschooling. Homeschool children will be permitted to use the Spencerville Local Schools curriculum for classes the parents are unable to fulfill.
- Other options agreed upon by Spencerville Local Schools and the parent/guardian

Once a valid reason is given to use remote learning, the building administrator will review the student's past academic performance and determine with the parent the best remote learning placement for the child. The following members may be part of the parent meeting: Digital

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Academy Coordinator, guidance counselor, teacher(s) and if necessary, the special education staff.

* Individual parent/guardian meetings will be waived if the entire school is mandated to close for any reason. If an entire grade level(s) or class is quarantined, individual meetings with parents will not have to be held.

*Can only switch into or out of remote learning at the beginning of a new quarter, unless approved by the building principal in a meeting with the student's parents.

During the 2020-2021 school year, parents will have the following remote learning options:

Option #1: Students will be permitted to take any traditional course offered remotely. The course will be taught, monitored and graded by Spencerville Local School's teachers. All teachers at Spencerville Local Schools use the online platform, Progress Book. Lessons, including recorded lessons, and assignments will be accessible via Progress Book. Teachers will keep in communication with students and parents using online meeting platforms, email, texting apps or phone calls. Parents and students will also be able to have scheduled face-to-face meetings with teachers. The major advantage to this option is the class is being taught by Spencerville Local Schools' teachers and students who switch from remote learning back to a traditional school setting will do so seamlessly. Both student and parent Progress Book accounts will be required. Students will receive training on how to use the online platform.

Option #2: Spencerville Local Schools uses a virtual platform called Digital Academy for grades K-12 where a student would be required to take classes online while being monitored by the Digital Academy Coordinator and aide. Students who are experiencing difficulties can make office hour visits or have remote visits to receive tutoring and guidance. This program is self-paced and based on the student's learning abilities.

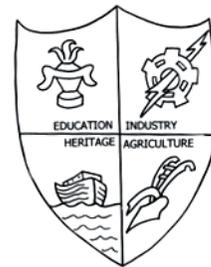
Methods for Determining Competency, Granting Credit and Promoting Students

All students working remotely will be monitored daily/weekly for progress. Students using option 1 will be monitored, graded and promoted as determined by the Spencerville Local Schools teacher as if the student were in a regular classroom setting.

For option 2, students will take grade-level courses as assigned by the coordinator and work at their own pace. The student will be monitored throughout the course for progress and success rate. Once the coordinator determines the student has successfully completed all the modules and assessments, they will be granted credit. Students will have their grades monitored in 9-week cycles to meet extra-curricular and

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board policy grading practices. Students using option 2 will receive a grades just like a traditional student.

Attendance Requirements, Including How Participation in Learning Opportunities Will be Documented

Student progress will be monitored daily/weekly for both options by the teacher of record and by Spencerville Local Schools support staff including building administrators, guidance counselors, Digital Academy Coordinator/employees, and extended services personnel.

For students using option 1, the teacher will take daily attendance and monitor the students as if he/she were in their regular classroom. For option 2, log in time will be monitored daily/weekly. The teacher of record and Spencerville Local Schools support staff will check weekly progress. Completed assignments will be filed electronically for documentation. Students' final grade will be reported to Student Information System and transcripts in the student's file.

Monitoring Student Progress

Students will be monitored daily/weekly depending on the circumstances of each child. If it is determined a child is not making adequate progress, the parent will be notified immediately. If the student fails again to make progress, a meeting will be set up with the building administrator to determine the reasons for lack of progress. An at-risk plan will be formulated detailing the expectations of remote learning progress and supports that are available to help the student and parent. If further progress is not made, the school has the option to terminate the remote learning opportunity and require the student to attend school on set days so the student can be monitored more closely for progress.

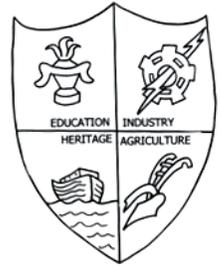
Spencerville Local Schools will provide numerous supports to the student and family to help the student succeed using remote learning, but needs the help/cooperation from the parent/guardian. Parents/guardians will be expected to work with the school to monitor student progress/log in time and help develop set schedules when work is due. If the student fails to meet the expectations of the school and parent, it will be understood that they will have to report to school for additional supports.

Equitable Access to Quality Instruction

Remote learning for a student is a choice of the parent with Spencerville Local Schools not forcing any parent to place their child in remote learning for any reason. Spencerville Local Schools will provide the same services to remote learning students that students in the brick and mortar school are receiving. Remote learning students will have access to all extra-curricular activities. Remote learners will also have access to all support staff such as guidance counselors, psychologist, and special education services. All staff involved in remote learning will be

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appropriately licensed by the state of Ohio and all teachers will be highly qualified. If necessary, Spencerville Local Schools may provide a technology device to students.

Professional Development Activities Offered to Teachers

Spencerville Local Schools will be using Progress Book as an online platform. Every teacher has received professional development on how to use Progress Book to communicate instruction and assignments. Spencerville Local Schools employs a Technology Coordinator to provide ongoing and sustained professional development using Progress Book and other online platforms, such as programs within Office 365. Spencerville Local Schools also employs a Digital Academy Coordinator. The Technology Coordinator, Digital Academy Coordinator and experienced teachers have and will continue to provide professional development to the staff of Spencerville Local Schools using online/remote learning opportunities.

With the COVID 19 pandemic in March of 2020, all teachers were given additional support and professional development on the delivery of remote learning. During the mandated shut down, teachers had weekly and monthly meetings on how to enhance remote learning. Spencerville Local Schools will continue to offer professional development before and during the 2020-2021 school year to enhance remote teaching and learning.

Spencerville Local Schools Board Approved 7-28-2020

Last update: 7/28/20