

SCOTIA UNION SCHOOL DISTRICT DISTANCE LEARNING GUIDANCE and AGREEMENT

The first day of school, August 31, is a few short weeks away! At this time, we are focused on planning and preparing for the new school year. Scotia School is offering two learning options for our students- attend school in person in small, stable cohorts, or attend school virtually through our distance learning program. The goal of Scotia School's Distance Learning Program is to allow our students to remain engaged, active participants of their classroom communities, even when they are unable to attend class in person.

Our records indicate that your family has chosen our distance learning option for your child(ren).

DISTANCE LEARNING TIME, ATTENDANCE, and WORK REQUIREMENTS

Education Code Section 43503 requires that distance learning include "daily live interaction." All students are required to take part in daily live interaction with both their teacher and their peers.

In order to fulfill the statutory requirements of Distance Learning, and because the Scotia Union School District believes that it is best for our students, the Scotia School Distance Learning Program will involve synchronous learning to the greatest extent possible.

Synchronous learning requires students to take part in daily classroom lessons and activities in real time, and on a set schedule.

To minimize screen time, students participating in distance learning may be asked to log in at different scheduled times throughout each morning, each day. Afternoons will be available for student meetings with their individual teachers. These "help" sessions will be prescheduled by the student, parent, or teacher.

It is mandatory that students enrolled in distance learning attend school every day virtually. All students will log in to participate in classroom activities between 8:30 and 9:00 AM.

Individual teachers will set the exact time distance learners are expected to join the class each morning.

Roll will be taken daily, and a student who does not log in by roll call will be marked absent.

Parents of students who will be absent from distance learning on a particular day are required to call the school to notify the school of the student's absence.

Students who are marked absent more than three days in a week (excused or unexcused) will be referred to the Superintendent/ Principal to take part in the school's reengagement plan. (see below)

Education Code Section 43504(f) requires each LEA to develop written procedures for tiered reengagement strategies for all pupils who are absent from distance learning for more than three school days, or 60 percent of the instructional days in a school week.

Distance Learning minimum daily time requirements will be met through a combination of daily student time spent taking part in daily lessons with their teacher and class, combined with the teacher-assigned time value of daily work. Together, the time spent virtually with the class, combined with the amount of school work the student is required to complete on their own, must equal the minimum number of daily minutes.

Accountability is a major component of distance learning, and teachers must keep a daily log for each student enrolled in the distance learning program including time in class and the time value of assigned daily work.

Minimum Time Requirements for 2020-2021 School Year:

Kindergarten - 180 minutes

1-3 Grades - 230 minutes

4-8 Grades - 240 minutes

Students participating in Scotia School's Distance Learning Program will need reliable internet access and a device. The school will loan a school device and charger to any students enrolled in distance learning. If a family needs assistance with internet access, they are encouraged to contact the school. The school will work with the family to secure internet access. This may be at the student's home, or it may be at a location near the school.

All students have a school-assigned email address. Students are expected to be able to independently log in to Google using their school email account, as well as Google Drive, (Docs), Google Classroom, Google Meet, Zoom, and any other digital learning platforms the classroom teacher will be using.

Teachers will be providing training for their students and parents on the digital platforms the students will be expected to utilize during distance learning.

Teachers are planning to do this as part of their individual Back to School Night presentations.

Virtual Back to School Nights for distance learning families will be scheduled the week of August 24.

Each grade level will have its own individual time for this important meeting/training.

Teachers will be contacting families with the date and time of the Back to School Night presentation and distance learning training soon.

Any questions regarding technology troubleshooting should be directed to the classroom teacher prior to the time scheduled for a student to teleconference with the class and teacher.

Students enrolled in distance learning are held to the same standards of academic achievement and attendance as students who attend school in person. Student achievement will be measured using the same metrics used for those students participating in person. Students will be assessed and earn grades at the conclusion of each trimester. Parents will regularly be notified of student progress.

BEHAVIOR and PARTICIPATION EXPECTATIONS

Students participating in distance learning are expected to attend class in a location with minimal distractions. Students are expected to be dressed appropriately (not in pajamas or wrapped in a blanket) and sitting at a table or desk (not in bed).

Students are expected to have materials including textbooks, notebooks, and supplies at the ready, as well as a fully charged device.

Items that are not acceptable to have on a student's desk in the classroom are not acceptable to have on the student's work area during distance learning.

It is the goal of distance learning to allow students participating virtually to have the same opportunity for engagement as his/her peers in the classroom. If a student participating in distance learning has a question, (s)he is expected to raise his/her hand to be called upon by the classroom teacher.

For those grades that require paper packets of work, weekly work turn in and pick up will take place each Friday afternoon 1:30-3:30 in front of the school.

Friday afternoons also provide a great opportunity for parents or students to speak with their teacher in person - even if just for a quick check in. We encourage this interaction! Please contact your child's teacher ahead of time if you'd like to meet with them.

Free Breakfast, Lunch, and a "Super Snack/Supper" are available to all Scotia School students- those participating in distance learning, and those attending in person.

WE STRONGLY ENCOURAGE ALL FAMILIES TO TAKE PART in our meal program! We are able to offer free lunches and free "Super Snacks/Suppers" due to the assumption that many of our students will participate and enjoy these delicious, nutritious meals, whether they are on campus everyday, or learning from home. For distance learners, we can make arrangements for you to pick up meals daily or weekly, or we can deliver meals to your home.

Scotia Union School District Distance Learning Agreement

PLEASE SIGN AND RETURN (1 per family) WHEN YOU COME TO THE SCHOOL TO PICK UP YOUR STUDENTS' MATERIALS FOR DISTANCE LEARNING ON TUESDAY, AUGUST 25, 2:30-5:30 IN FRONT OF THE SCHOOL.

Distance Learning Reminders:

- Attendance and grades will be recorded for distance learning
- If borrowing a school device, student will return school device and charger in the same condition as when loaned to student
- Student will participate in daily, synchronous, live instruction as scheduled
- Student will participate in small group or individual learning sessions as scheduled
- Student will view recorded instruction as scheduled
- Student will follow participation guidelines as outlined above
- Student will complete all assignments provided by the teacher by the due date
- Parent will communicate with the teacher at least once weekly
- Parent will communicate any technology issues and needs to the teacher before the student is scheduled to take part in a class lesson
- Parent will immediately communicate to the teacher any special needs/challenges student is experiencing

We understand the Scotia School Distance Learning Program Requirements and have committed to distance learning for our student(s) for the minimum time span of: Trimester 1 (August 31, - November 20, 2020)

Student Name

Student Grade

Student Name

Student Grade

Student Name

Student Grade

Parent Signature

Parent Phone Number

Parent Email

(please provide best information for contact with teacher)

MEALS: We strongly encourage all distance learners to participate in our free meals program!

_____ we will pick up meals daily

_____ we will pick up meals weekly

_____ we request weekly meal delivery

(we will contact you to set up the meal pick up/delivery plan that works best for you)