



Grades K-12 Procedure to Pivot to Remote Instruction 2022-2023

REMOTE LEARNING PREFACE

Remote learning provides an opportunity for students and teachers to remain connected and engaged with the content while working from their homes. The key to success in remote learning is flexibility and consistency. Having a consistent daily meeting time, schoolwork calendar, and office hours allows students and parents to plan accordingly.

Remote Learning is designed to provide students with an engaging online learning experience that includes clear expectations and outcomes for each week. The learning experience will include online and offline learning activities that are aligned with the New York State Learning Standards. This may include instructional videos, live and recorded sessions, and/or online resources. Offline resources may also be provided. The work in each content area can be found on District approved learning platforms such as Google Classroom and SeeSaw. Classroom teachers will announce the platform they will be using and will be able to help if necessary.

Asynchronous: Students learn at different times

- Communication is not live
- Possibly more convenient and flexible
- Allows students to work at their own pace
- Recorded and pre-recorded lessons may be reviewed multiple times as needed
- Google Classroom, SeeSaw, and other teacher-assigned platforms

Synchronous: Students learn at the same time

- Communication happens in real-time (live)
- Allows for instant feedback and clarification
- Utilizes Google Meet
- Students will follow their normal schedule. Students will sign on to the learning platform assigned to them by the classroom teacher.

DISTRIBUTION OF ONE-ON-ONE DEVICES AND INTERNET CONNECTIVITY ACCESS

At the beginning of each school year, all students were provided a Chromebook. If any family does not have internet access, please reach out to the building principal.

Any student for whom remote instruction by digital technology is not available or appropriate will be provided learning materials consistent with the materials provided to other students on that day. Each case will be addressed on an individual basis.

STUDENT SUPPORTS

School psychologists, school social workers, and guidance counselors will collaborate with classroom teachers to meet the social/emotional needs of all students and are available for parents to speak to if they have any questions or concerns.

COMMUNICATION AND EXPECTATIONS

Communication between the teacher, student, and parent is critical for success. The teacher will establish times that they will be available to meet virtually with students and parents as needed. Google Meet, email, learning platforms, letters sent home and phone calls are all ways in which the teacher may communicate.

Assignments will be expected to be turned in on due dates and students will receive feedback from the teacher in a timely manner.

It is important that students understand their responsibility as learners who engage in their classrooms each day. In addition, they are responsible for the same regulations that are in the building Code of Conduct. This includes appropriate online behavior when working within the learning platform and during live classes.

Student Communication

- Students will communicate during scheduled times
- Students will use platforms predetermined by the teacher
- Students will show evidence of participation in completing assignments and attending live sessions

Student Responsibilities

- It is expected that students and parents will not record remote learning sessions or content in any way, including, but not limited to, taking videos, photos or screenshots. Remote learning sessions and the content used will not be shared on any social media platform or other similar means.
- Create a space and dedicated time for learning
- Wear attire acceptable for school (during online conferences)
- Follow class schedule and be punctual to be their productive best
- Seek help when needed (by teachers, principals, etc...)

- Log into Google Classroom daily
- Demonstrate learning with the completion of assignments by established deadlines
- Engage in class conversations and focus on instructional videos, etc.
- Watch all instructional videos before completing assignments
- Communicate with their teacher
- Look back at assignments the teacher has reviewed and given feedback
- Follow the Code of Conduct and demonstrate acceptable online behaviors
- Collaborate with peers using respectful language and behaviors
- Use equipment as outlined in the Acceptable Use Policy #7314
- Support each other in this new way of learning
- Be patient with themselves and their teachers- everyone is learning together

Attendance

- The district's attendance policy will be followed
- Attendance at all classes is expected
- Teachers will take attendance for each subject
- Notify the teacher of the need for absence from class
- Contact the teacher for missed assignments
- Missed assignments must be made up by established deadlines

If a Teacher is Absent

If a teacher is absent, they will post classwork on Google Classroom that should be completed and turned in that day.

SCHEDULE

A remote learning schedule will be provided to parents/guardians, students, faculty, and staff. The schedule will be the letter day originally designated for that day.

The instructional delivery methodology will be determined by the teacher to ensure that the instruction being delivered is aligned with the NYS Learning Standards.

Essential Elements for Remote Instruction:

The teachers will provide students with synchronous instruction remotely. The instruction will consist of live interaction between the teachers and students. The online learning experience will be standards-based and will include high-quality rigorous instructional opportunities and learning experiences. It is important to note that the hours of instructional time are not defined as a student's time spent in front of the teacher or in front of a screen, but as time engaged in standards-based learning under the guidance and direction of a teacher.

SPECIALS — ELEMENTARY LEVEL (ONLY)

Students will follow the daily schedule for specials. The special schedule will be shared with the parents/students by the classroom teacher. The Art, Music, PE, and Library teachers may also post lessons to Google Classroom.

SPECIAL EDUCATION

During Remote Learning, our special education staff (which includes special education teachers, teaching assistants (TAs), speech and language pathologists, social workers, school psychologists, occupational therapists, and physical therapists) will provide special education services using a variety of different strategies and online platforms based on an individual student's needs. Individualized materials will be used to meet the needs of each student based on their Individualized Education Plan (IEP). Special education staff will collaborate with families.

ACADEMIC INTERVENTION SERVICES (AIS)

Intervention services will be provided to students as originally scheduled for that day. Parents/guardians will be notified if their child qualifies for extra help to meet or continue his/her progress toward meeting the state standards. The goal of AIS is to provide targeted instruction necessary for students to meet grade-level proficiency. During remote learning, the reading or math specialist will give live instruction via Google Meet. The link and the schedule will be shared with the parents/students by the classroom teacher.

ENGLISH AS A NEW LANGUAGE (ENL)

The ENL teacher will provide support for students that meet their needs based on state regulations. The teacher will work with the classroom teacher to create and provide a schedule. The link and the schedule will be shared with the parents/students by the classroom teacher.