

Martin Road Elementary School
Covid-19 Remote Learning Schedule



2020-2021

O V E R V I E W

Martin Road Elementary School will have 156 students enrolled in Remote (Virtual) Learning. These students will be broken down into nine classrooms. There will be two classrooms at each grade level (2nd, 3rd, 4th, 5th) and one Self Contained Classroom. All virtual classrooms will have the same requirements as “Brick and Mortar” classrooms to follow the District Wide Strategic Plan (120 consecutive minutes of ELA, 60 minutes of math, etc). Below is a sample schedule.

- 8:30-8:50 Morning Work
- 8:50-10:50 ELA
- 10:50-11:30 RTI
- 11:35-12:05 Lunch
- 12:10-1:10 Math
- 1:15-1:55 Specials
- 2:00-3:00 Social / Science / S.E.L.

SPECIAL EDUCATION

Students who have an IEP that places them in an ICT setting will receive 40 minutes of Special Education Services from the grade level Special Education Teacher on both Mondays and Tuesdays. Those students would receive full day instruction from the Special Education Teacher on Wednesdays as well. All students will also receive all IEP mandated accommodations virtually.

WHAT FAMILIES CAN EXPECT

- Students will have daily remote learning activities that reinforce content standards and prioritize social and emotional needs.
- Students will be engaged in assignments, videos, activities, and periodic interactions with teachers for a full school day. The expectations and rigor will mirror in-person instruction, and digital students will have a full school day Monday-Friday following the school calendar.
- Core academic courses (social studies, science, math, and English Language Arts) will be available as well as support for special needs, and specials.
- Reliable internet access is required in order to participate in remote learning, and a district-issued device will be available for each student. There will be external WiFi arrangements through the district office for those with limited Internet access.
- Families who opt to participate in remote learning are committed to remaining in that program until the end of each semester, at which time transitioning back to a traditional program may be considered.
- We expect students to stay engaged in learning, either with digital or non-digital learning options, and teachers and staff will be available to instruct, encourage, and support students.
- Students are expected to complete class work and assessments with integrity. Just like they do during the school year, teachers will routinely track student engagement and provide feedback on student work.
- Students will be expected to log a minimum amount of daily learning and are expected to engage in their learning as required.
- Families can contact school staff, including their child’s teacher(s), by email or phone.

- Teachers will remain responsible for the education of students eligible for special education services with an individualized education program (IEP) that opt for remote learning. Because remote learning may affect how special education and related services are provided, the student's IEP team will work to ensure that the student receives services to the most appropriate extent possible. This will work best when students and families join us in this effort and communicate their needs and ask for help when it is required.

STUDENTS

- Participate in remote learning lessons with teachers each school day
- Check Microsoft Teams Classroom and school e-mail daily for communications from the school or teacher
- Receive and act on feedback from teacher(s)
- Contact teacher(s) with questions about assignments
- Complete required logs to record daily activity for attendance purposes
- Connect with teachers daily.
- Report any technical issues as soon as the issue arises. To minimize lost learning time, every effort will be made to resolve issues within a two day timeframe.
- Follow and maintain all online and technology expectations as outlined in the Board of Education Policies.
- Adhere to the procedures and guidelines located in the Martin Road Elementary School Student Handbook as applicable.

PARENTS / GUARDIANS

- Set realistic goals and daily routines for yourself and your child(ren).
- Establish a place for learning at home that minimizes distractions and establish a routine for learning at home while also being flexible when needed
- Review school-specific schedules and guidance from teachers
- Review and adhere to attendance policies
- Review Martin Road Elementary School community messages
- Support your child(ren) by checking and ensuring submission of assignments
- Communicate with your child's teacher and/or principals if you have questions
- Remind your child to check in with their teacher if they have concerns or need support and encourage them to take breaks for snacks, and exercise.
- Ensure completion of the Learning Activity Log on a daily basis and ensure that it is shared with the classroom teacher to record required participation and avoid absences

REMOTE LEARNING TEACHERS

- Communicate, daily, with students
- Design and implement instruction with clear learning targets for each lesson
- Communicate content and standards via the course syllabus
- Provide feedback to assigned student work in a timely manner
- Assess skills and standards through formative assessments
- Communicate, regularly, with students and parents through Microsoft Teams, email, and other district supported platforms

- Take daily attendance

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~ Expectations for Video Conferencing ~

We are:	SAFE	RESPONSIBLE	RESPECTFUL
Entering a Microsoft Teams or Zoom Meeting	<ul style="list-style-type: none"> Choose a calm, distraction free space to sit Use equipment as intended Use kind words and faces Only join meetings you have been invited to 	<ul style="list-style-type: none"> Be on time and ready to learn Start class charged or plugged in Have materials ready Use the chat for questions and comments related to the topic 	<ul style="list-style-type: none"> Video on at all times Audio off (i.e. mute) Use chat with classmates for first 5 minutes Show self-control of your body Wear appropriate clothing Respect your classmates' and teacher's privacy: do not photograph, record, and share
Teacher-Led whole group instruction	<ul style="list-style-type: none"> Use the chat to ask for help Use kind words and faces 	<ul style="list-style-type: none"> Ask questions (voice or chat) when you have them Be present and participate; avoid multitasking 	<ul style="list-style-type: none"> Video on at all times Audio off Use chat with classmates for first 5 minutes Show self-control of your body Wear appropriate clothing Respect your classmates' and teacher's privacy: do not photograph, record, and share
One-on-One Instruction	<ul style="list-style-type: none"> Use kind words and faces 	<ul style="list-style-type: none"> Ask questions out loud when you have them Try your best Be present and participate; avoid multitasking 	<ul style="list-style-type: none"> Video on at all times Audio on Listen attentively Answer questions out loud on cue Show self-control of your body Wear appropriate clothing Respect your classmates' and teacher's privacy: do not photograph, record, and share
Small Group Activities	<ul style="list-style-type: none"> Encourage others to participate Use kind words and faces 	<ul style="list-style-type: none"> Encourage each other to stay on topic Complete the work together Use "Raise Hand" button if you have questions Be present and participate; avoid multitasking 	<ul style="list-style-type: none"> Video on at all times Audio on One speaker at a time: wait to use chat to respond when others are talking Respect others' cultures, opinions and viewpoints Show self-control of your body Wear appropriate clothing Respect your classmates' and teacher's privacy: do not photograph, record, and share

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