

Whitney North High School Flexible Learning Plan for Instructional Continuity

Information for Teachers

Goals

To maintain continuity of learning in a digital environment. To maintain as many existing systems and processes to provide continuity for staff and students in a digital learning environment. To maintain the requirements of the State Department of Education to provide an equitable and ongoing education

Terms and Definitions

There are two models for online teaching and learning:

- **Synchronous:** Students and teachers are working together and interacting in a digital space concurrently.
- **Asynchronous:** Teachers post instruction and learning materials online. Students engage with class materials and complete work at their own pace within a given timeframe.

ACES Public Schools will use a hybrid model to create opportunities for students and teachers to stay connected, while remaining flexible and sensitive to the needs of students, staff and families.

Schedule

Distance learning school hours will look similar to in-school hours. We will continue to operate on the same schedule as we have.

Each day there will be four “periods” of instruction with teams taking Voc/Prep at the times already scheduled.

High School Distance Learning Schedule	
	Class Times
Flexible Professional Time	8:00-9:00
Period 1	9:00 – 10:00 A: 9:00-9:30 – Lesson/Classwork B 9:30-10:00 – Teacher Questions/Support
Period 2	10:00-11:00 A: 10:00-10:30 – Lesson/Classwork B 10:30-11:00 – Teacher Questions/Support

Period 3	<p>11:00-12:00</p> <p>A: 11:00-11:30 - Lesson/Classwork B 11:30-12:00 – Teacher Questions/Support</p>
Period 4	<p>12:00-1:00</p> <p>A: 12:00-12:30 – Lesson/Classwork B 12:30-1:00 – Teacher Questions/Support</p>

Classroom Teacher Responsibilities

- Be available online for each class during the scheduled time
- Design and provide access to meaningful instruction based on the course curriculum
- Post all materials and instructions to Google Classroom
- Monitor student progress
- Provide feedback to students
- Grade student work and post grades to Powerschool
- Take attendance for each class and record in PS (See attendance details below).
- Reach out to parents, counselors, BTs and TADS when concerned about:
 - Attendance (3 or more consecutive absences)
 - Work Completion
 - Any other behavioral/ social-emotional concerns that arise (ex. Comments made by student, inappropriate use of technology related to your class, etc.)

Student Responsibilities

- Check into each class according to the published schedule
- Participate in the learning by completing assigned work and responding to teacher posts or requests for feedback
- Communicate with your teacher if there are circumstances that limit your ability to be on your computer during scheduled hours or to complete work on time
- Ask your teacher for help if you are confused by a lesson or feel like you are falling behind. Your teacher will help.
- Counselors, Behavior Technicians, TAD's, and Vocational staff are all available as well. Email if you need help.
- Be thoughtful and kind in your online communications with your peers and teachers. All online activity should be school appropriate.

Meeting Student Needs

- Regular check-ins for all students (at least one per course meeting time)
Differentiate assignments - can use Google Classroom to send additional check ins for students who require it or to send out alternative assignments. Support Sheets to assist with distance learning.
- Create opportunities for students to feel connected; BTs & TADs
- Reach out if you need help. Tech Teacher, Counselors, Administrators, BTs and TADs to help you problem solve, adjust, or find alternate materials.

Student Attendance

- Attendance MUST be entered into PS every day based on the student check in's.
- Attendance in a distance learning environment is defined as “engaged with the assigned material.” This will be measured by a “check-in” assigned by the teacher, one for every class period that meets.
- Check-in's can be measured in a variety of ways, including:
 - Google Form question indicating receipt of instructions or understanding of material
 - Assignment that is due that day
 - Question to answer on Google Classroom
 - Participation/contribution to an online discussion forum
- **Important notes:**
 - **“Check-in's” do not need to be done DURING the “class” time.** (Ex. If you post a question/assignment on Google Classroom on Monday that is due by Wednesday and the student submits it on Tuesday, that would be their “attendance” for Wednesday's “class”)
 - For example, as long as the student submits the assignment before the end of class on Wednesday the student should be marked present
 - **Attendance is about ENGAGEMENT, not accuracy or quality.** If a student turns SOMETHING in, they are “present” regardless of the grade they would earn on that assignment.

GRADING

Grading will be handled as it has been in accordance with Whitney High North grading policy – 50% Attendance(Engagement) & 50% Work Completion

What happens during “class time?” - Availability

- The posted times on the schedule represent when students can reasonably expect teachers to be available to answer questions and provide feedback.
- Teachers can reasonably expect that students will be available during these times to access instructional materials or engage in distance learning activities.

What happens during scheduled “class time?” - Workload

- Plan for students to spend 1-2 hours on work for your class each four-day rotation (including scheduled class time).
- Teachers can post each time the class “meets”, or post materials in advance as long as directions and due dates are clearly given
- Flexibility
 - Students may not always be available during “class time” so flexibility for them is beneficial
 - If a teacher is having a discussion or other synchronous learning activity during “class time,” make sure there is an alternate option for students who cannot attend at that time or are “absent.”

- Teachers are available to answer questions.
 - Check their email and Google Classroom regularly during “class time.”
 - Respond to students as soon as possible - within the class period is ideal, but within 24 hours unless there are extenuating circumstances.
 - Please allow students to schedule a time for “extra help.” Teachers should establish acceptable means of communication, such as online chat, email, audio conferencing, Google comments, Google docs, etc. **There should be NO live video interaction. Teacher may broadcast live video but student input will be limited to audio.**

Student and Teacher Support

Admin team: Administrators will be problem solving and supporting all staff, students, and families.

School Counselors: Counselors will be available to help ensure students are accessing their learning and providing support to students. Please reach out to them if you have concerns or need support or if students/parents ask you questions that counselors normally address. They will continue to meet with parents and students for previously scheduled meetings; these meetings will occur by phone.

School Psychologists, Social Workers, and SLPs: These staff members will also be supporting students, conducting counseling sessions, and addressing any areas of concern.

Tech Teacher:

- Provide continuous support for students and teachers in the use of technology and online resources for teaching and learning
- Respond to emerging technical needs
- Maintain an active web presence that is updated regularly to support teachers and students

Online Resources for Digital Learning:

- In Process

Whitney High School- North		Yellow Team	Distance Learning Schedule
	Monday & Thursday	Wednesday	Tuesday & Friday
8:15-9:00	<p>Team Conference call via ZOOM or Microsoft Meets</p> <p>Planning & Uploading materials</p>	<p>Team Conf. Call with Voc & PE</p>	<p>Team Conference call via ZOOM or Microsoft Meets</p> <p>Planning & Uploading materials</p>
<p>Period 1</p> <p>9:00-10:00</p>	<p>Academic</p> <p>English</p> <p>9:00-9:30 Direct Instruction via Zoom</p> <p>9:30-10:00 Assignments/Teacher Support Google Classroom</p>	<p>Life Skills</p> <p>Google Classroom assignments</p>	<p>Academic</p> <p>English</p> <p>9:00-9:30 Direct Instruction via Zoom</p> <p>9:30-10:00 Assignments/Teacher Support Google Classroom</p>
<p>Period 2</p> <p>10:00-11:00</p>	<p>Academics</p> <p>50: History</p> <p>60: Math</p> <p>70: Science</p> <p>10-10:30 Direct Instruction via zoom</p> <p>10:30 - 11 Assignments/Teacher Support Google Classroom</p>	<p>Electives: TBD</p> <p>Duolingo</p> <p>PBL</p> <p>Virtual Tours</p> <p>Museums</p> <p>Music Lessons</p>	<p>Academics</p> <p>50: Science</p> <p>60:History</p> <p>70: Math</p> <p>10:00- 10:30 Direct Instruction via Zoom</p> <p>10:30 -11:00 Assignment/Teacher Support Google Classroom</p>
<p>Period 3</p> <p>11:00-12:00</p>	<p>Vocational and P.E.</p>	<p>English</p> <p>Google Classroom</p> <p>Independent Reading</p>	<p>Vocational and P.E.</p>

<p>Period 4</p> <p>12:00</p> <p>1:00</p>	<p>Academics</p> <p>50:Math</p> <p>60:Science</p> <p>70: History</p> <p>12:00-12:30 Direct Instruction via Zoom</p> <p>12:30-1:00 Assignments/Teacher Support Google Classroom</p>		<p>Health Class</p> <p>12:00-12:30 Direct Instruction via Zoom</p> <p>12:30-1:00 Google Classroom assignments/Teacher Support Google Classroom</p>

Whitney High School- North Google ClassCode- d4vcloh		Sage Team	Distance Learning Schedule
	Monday & Thursday	Wednesday	Tuesday & Friday
8:15-9:00	Team Conference call via ZOOM or Microsoft Meets Planning & Uploading materials	Team Conf. Call with Voc & PE	Team Conference call via ZOOM or Microsoft Meets Planning & Uploading materials
Period 1 9:00-10:00	Academics/ class codes A: Science: 5kwzjix B: Math: Ink2tz4 C: History: purm3g4 9:30-10:00 Google Classroom assignments 9:30-10:00 Direct Instruction via Zoom Conference	Life Skills/Health Google Classroom assignments	Vocational & Phys. Ed
Period 2 10:00-11:00	Vocational & Phys. Ed	Electives: TBD Duolingo PBL Virtual Tours Museums Music Lessons	Academics/ class codes C: Math: ymaeho4 A: History: ldxrbyl B: Science: 5vn6ecg 10:00 -10:30 Google Classroom assignments 10:30- 11:30 Direct Instruction via Zoom
Period 3 11:00-12:00	English 11:00-11:30 Google Assignments Guerricui: lcx6ksr James: nddbirr	English Google Classroom Independent Reading	English 11:00-11:30 Google Assignments Guerricui: lcx6ksr James: nddbirr Strang: e2wphk6

	Strang: e2wphk6 11:30- 12:00 Direct instruction via Zoom conference		11:30 -12:00 Direct instruction via Zoom Conference
Period 4 12:00 1:00	Academics/ class codes B: Science: 5vn6ecg C: Math: ymaeho4 A: History: ldxrbyl 12:00-12:30 Google Classroom assignments 12:30- 1:00 Direct Instruction via Zoom Conference		21st Century Life Skills Transitional planning, job applications, etc. 12:00-12:30 Google Classroom assignments 12:30- 1:00 Direct Instruction via Zoom Conference

Whitney High School- North		Teal Team	Distance Learning Schedule
	Monday & Thursday	Wednesday	Tuesday & Friday
8:15-8:45	Team Conference call via ZOOM or Microsoft Meets Planning & Uploading materials	Team Conf. Call with Voc & PE	Team Conference call via ZOOM or Microsoft Meets Planning & Uploading materials
Period 1 9:00-10:00	Vocational & Phys. Ed. Teal PE code: qm4gclo Teal Team Graphics: gogfwfp Automotive Code: actgzus	Life Skills/Health Google Classroom assignments	Academics/ class codes A: Math B: History C: Science 9:00- 9:30 Direct Instruction via Zoom 9:30-10:00 Google Classroom assignments
Period 2 10:00-11:00	Academics/ class codes A: Science B: Math C: History 10:00- 10:30 Direct Instruction via Zoom 10:30-11:00 Google Classroom assignments	Electives: TBD Duolingo PBL Virtual Tours Museums Music Lessons	Vocational & Phys. Ed Teal PE code: qm4gclo Teal Team Graphics: gogfwfp Automotive code: vnka2cu
Period 3 11:00-12:00	English Direct Instruction via Zoom 11:00- 11:30 11:30- 12:00 Google classroom	English Google Classroom Independent Reading	English Direct Instruction via Zoom 11:00 – 11:30 11:30-12:00 Google Classroom

Period 4 12:00 1:00	Academics/ class codes A: Science B: Math C: History 12:00-12:30 Direct Instruction via Zoom 12:30-1:00 Google Classroom assignments		21st Century Life Skills Transitional planning, job applications, etc. 12:00-12:30 Direct Instruction via Zoom 12:30-1:00 Google Classroom assignments

Whitney High North Distance Learning Resources

Google Classroom – Content delivered and embedded videos

Aleks (Math) - <https://www.aleks.com/>

I-Ready log in- <https://login.i-ready.com/>

I- Ready lessons

<https://www.curriculumassociates.com/supporting-students-away-from-school/getting-started-i-ready-online-instruction>

IXL (Math) - <https://www.ixl.com/signin/aces1>

Stemscopes (Science) - <https://webstore.stemscopes.com/login>

Science World (Magazine) - <https://scienceworld.scholastic.com/>

iCivics (History/Current Events) - <https://www.icivics.org/login>

Hartford Courant (Reading/Current Events) -
<https://nieonline.com/courantnie/studentconnect.cfm>

KidsHealth.org - www.kidshealth.org

Mindful Schools- <https://www.mindfulschools.org/>

Newsela (English/Current Events) - <https://newsela.com/>

Readworks (English) - <https://www.readworks.org/>

Commonlit (English) - <https://www.commonlit.org/en/user/login>

Up Front Magazine - <https://upfront.scholastic.com/>

Quill - <https://www.quill.org/>

ReadTheory- <https://readtheory.org/>

Discovery Education - <https://www.discoveryeducation.com/>

Edgenuity- <https://auth.edgenuity.com/Login/>

Xtra- Math- <https://xtramath.org/#/home/index>

Lexia- <https://xtramath.org/#/home/index>

Mystery Science- <https://mysteryscience.com/school-closure-planning>

Additional on-line Resources <https://www.aces.org/covid-19-updates/interim-alternate-learning-resources>