

OSB Middle School and High School Distance Learning Plan

All students in 6th – 12th grades will have an iPad, laptop and/or an electronic braille device checked out to them.

The students will be responsible for having their devices each day for class. It will be the responsibility of students to recharge their devices for classes each day.

Any student whose parents have chosen virtual learning will be issued an iPad, and or electronic braille device for home use.

If our school has to close due to COVID-19, all students will take their devices home for instructional purposes. Students that do not have access to the internet will be checked out a hotspot for use during distance learning.

Students that choose distance learning as an option will participate with their classes using Google Classroom and Google Meets to fulfill the requirements of the class. Students may change to in person learning by contacting the school principal, Lynn Cragg. Students may only change to distance learning/in person learning 2 times per semester.

Distance Learning for All Students Due to School Closure

- Teachers will be using Google Classroom for the platform of instruction.

All assignments will be through Google Classroom and virtual instruction through Google Meets

- Parents and Teachers must be partners in distance learning. Many students have not learned to manipulate devices in a manner consistent with the ability to gain new knowledge and stay focused. Therefore, communication is of the utmost importance during distance learning.

Teachers will provide parents with means of communication for you to easily reach out to them.

Teachers will have office hours set aside for contact in case of school closure.

- Distance learning is taught as if in school, but learning takes place at home or in another environment.

The instruction will be provided by the classroom teacher and students will follow the designated schedule for Google Meets.

The assignments will be given and a due date will be assigned.

In order for students to stay on pace and complete their grade level standards, the due dates and timelines are very important.

- Teachers will be available for assistance and will be using Google Meets as a tool to instruct students or provide video lessons for students to watch.
- Students will be taught how to login to their devices and how to access their daily activities.

Parents will receive a step-by-step guide outlining 'how to access' instruction videos, live lessons and assignments.

- In-person services may be provided in the home or in a community-based setting where feasible for students with significant and complex needs, if it is not possible to provide services in the school setting.

Attendance

Attendance will be taken daily.

Attendance is measured by students completing the assignments in a timely manner by the assigned due dates.

Completed assignments are evidence of attendance as well as the designated times for Google Meets.

If a student is ill, parents will still contact the school so the absence will be marked as verified and the student will have time to make up the work according to the makeup work policy in the student handbook.

Truancy during OSB Distance Learning

After two days absent with no response from the parent, and/or the student does not actively participate in distance learning, the principal will be notified. Contact to the parent will be attempted to assure there are no technical difficulties or extenuating circumstances preventing the student from joining his/her class or participating in distance learning.

Upon two weeks of no contact or no participation, the student's status will be declared to be one of habitual truancy. After two weeks, the District Attorney's office may be notified, and the process for truancy may ensue. Habitual truancy could result in failure of the grade/class.

• Parent Portal

The parent portal part of our school Student Information System will provide up-to-date information to parents on their children.

Parents will receive a user name and password to the parent portal.

The portal is accessed from the OSB webpage by clicking on the Links tab and then choosing the dropdown OSB Wengage Student and Parent and Student Login.

Parent portal will provide an avenue for parents to track attendance.

Parent portal will provide information on recorded assignments and grades.

• Parent Contact

Teachers of students on short term distance learning will contact parents if students do not login or complete assignments by due dates.

If a teacher cannot reach a parent, the teacher will notify the principal – no contact or assignments missed

In the case of long term distance learning, the teacher will contact parents of students not completing assignments and will require online meeting time with the student and the parent if the student is not reaching mastery of skills or scoring below 70% in a subject area.

Distance Learning Schedule

Students will be required to log in to Google Classroom and Google Meets with teachers according to their schedules. Students will receive a minimum of 30 minutes of instruction during the Google Meeting.

Please see the distance learning schedule to follow if the school goes to Distance Learning.

M-W morning classes meet with their teachers using Google Meets. During the afternoon class periods teachers are available to meet with students and provide assistance. Students will have an assignment to complete in Google Classroom for their afternoon classes.

T-Th afternoon classes will meet with their teachers using Google Meets. During the morning class periods, teachers are available to meet with students and provide assistance. Students will have an assignment to complete in Google Classroom for their morning classes.

• ICTC

Students attending ICTC will follow the procedures for those schools. Their teachers and instructors are the ones to issue grades and you work with them to see that your courses are complete.

• Credits for high school courses

Credits for high school classes can only be given if students participate in class meetings via Google Meets and complete assignments with a passing grade.

• Extra-curricular Activities

Students that choose to participate in distance learning may participate in extra-curricular activities at the school.

In the event that there is a school closure, there will not be any extra-curricular activities until school is back in session.

Distance Learning Schedule

	Monday	Tuesday	Wednesday	Thursday
8:00-8:55	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.
9:00-9:55	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.
10:00-10:55	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.
11:00-11:55	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.
12:00-12:30	Lunch	Lunch	Lunch	Lunch
12:35-1:25	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher
1:30-2:20	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher
2:25-3:15	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher
3:20-4:10	Office hours for teachers. Students complete assignments in Google Classroom.	Google Meet with teacher	Office hours for teachers. Students complete assignments in Google Classroom.	

