

Anselmo-Merna Public School Virtual Learning Plan

Rationale:

The purpose of this plan is to provide our students with the most effective, age-appropriate virtual education experience that will continue to challenge our students to improve in their academic abilities.

While creating this plan, considerations and concerns were weighed heavily as voiced by staff and parents. They would include but are not limited to: participation, attendance, completion of assignments, ability to ask questions, receive help, effective communication, technology issues, academic integrity, age-appropriate planning, expectations for learning at distance, and consistent/manageable amounts of work.

This virtual learning plan is built with the setting in mind that teachers are still in the school building during contracted hours and have access to all materials that they would have on a regular basis. It also assumes that the students are no longer able to be in the classroom safely, so we have transitioned to all students learning from home. All students will be equipped with a device from the school district, classroom textbooks, and any other materials that would be necessary for them to learn effectively and efficiently at home.

Following the National Board of Professional Teaching Standards, the recommended amount of time that students should spend engaging in virtual learning is as follows: high school 3-4 hours, middle school 2-3 hours, and elementary 1-2 hours per day. The cognitive abilities, attention spans, and variable home environments weigh heavily into the amount of time scheduled for students to learn each day. These factors should also be considered critically in the amount of work assigned to students.

Junior High and High School

Grades 7 through 12 will operate through a 2-week period of Red and White Days that will alternate every other day. Class periods 1,3,5, and 7 will occur on Red Days, while periods 2,4,6 and 8 will occur on White Days. This means that each class period will receive 5 days of immediate instruction over the course of a 10-day, weekly schedule. Junior high and high school students will have four 45-minute periods in the morning, followed by lunch, and then work sessions for each class in the afternoon. The schedule will look as follows:

Time	R/W
8:05- 8:50	Period 1/2
8:55- 9:40	Period 3/4
9:45- 10:30	Period 5/6
10:35- 11:20	Period 7/8
LUNCH	
12:00- 12:45	Pd. 1/2 work session
12:50- 1:35	Pd. 3/4 work session
1:40- 2:25	Pd. 5/6 work session
2:30- 3:15	Pd. 7/8 work session

Anselmo-Merna Public School Virtual Learning Plan

Each class period starting from 8:05 on will be conducted via Zoom as well as the work sessions in the afternoon. Morning classes are mandatory and must be attended. Attendance will be 10% percentage of each class. Students are required to attend **ONE** afternoon work session per day. These work sessions will include review of content before the students are given time to work and ask questions. Once review is completed, students that do not have questions on work may sign off of the meeting and still receive credit for attending.

Teachers are encouraged to have Zoom ID numbers prepared for students to use quickly in order to attend each class. The afternoon work sessions are designed to provide students with concrete, scheduled blocks of time to meet with their teachers in order to ask questions on content or assignments. The schedule also adheres closely to our current schedule which maintains consistency.

Elementary (Grades 3-6)

Grades 3 through 6 will stagger classes similarly to the junior high and high school students but in a cognitive-appropriate way. Students will focus on mathematics and science for their Red Day, while also focusing on Reading and Social Studies on their White Day. Classes will meet via Zoom. Again, this will factor out to students having direct instruct in math, science, reading, and social studies 5 days each in a 10-day time frame. Writing and free reading are built into each day as well as schedule of specials for students to participate in. Teachers would also be encouraged to incorporate Brain Breaks and activities between subjects when appropriate. The schedule will look as follows:

Red Day

8:05- 8:30	Welcome, mini behavior/mindfulness lesson, announcements, & assignments
8:30- 9:15	Zearn Math
9:20- 9:35	Special Schedule
9:40- 10:25	Amplify Science
12:30- 12:55	Zearn Work Session
1:00- 1:25	Amplify Science Work Session

**Teachers are available in the afternoons until 4:00pm for Zoom meeting work sessions.*

White Day

8:05- 8:30	Welcome, mini behavior/mindfulness lesson, announcements, & assignments
8:30-9:15	Reading
9:20- 9:35	Special Schedule
9:40- 10:25	Social Studies
12:30- 12:55	Reading Work Session
1:00- 1:25	Social Studies Work Session

**Teachers are available in the afternoon until 4:00pm for Zoom meeting work sessions.*

3rd through 6th grade students will also engage in two work sessions per afternoon over the subjects from their morning classes. These work sessions will be similar in format to the junior high and high school sessions with a structured review of content to begin the session followed

Anselmo-Merna Public School Virtual Learning Plan

by time for the students to ask questions and work on assignments. These sessions will 25 minutes in duration.

Elementary teachers 3rd through 6th grade will keep points for student attendance. Each class will have a 2-point attendance standard (2 pts= on time, 1 pt= less than half time, 0=didn't attend). This means that students can earn up to 10 points per class over a 2-week period.

Elementary (Grades K-2)

Kindergarten through 2nd grades will have the same Red and White Days as Grades 3-6. Based on the 2-week cycle of virtual learning instruction and age-appropriate time length, these grade levels may need to send home packets for students to work on in addition to Zoom meeting instruction. For example, Kindergarten students may engage in listening or identification activities that require materials. Free reading will be included daily and writing activities will be integrated into subjects.

Red Day

8:05- 8:25 Welcome, mini behavior/mindfulness lesson, & announcements

8:25- 8:50 Zearn Math or Saxon Math

8:55- 9:10 Specials

9:15-9:40 Amplify Science

**Teachers are available in the afternoon until 4:00pm for Zoom meeting work sessions.*

White Day

8:05- 8:25 Welcome, mini behavior/mindfulness lesson, & announcements

8:25- 8:50 Reading

8:55- 9:10 Specials

9:15- 9:40 Social Studies

**Teachers are available in the afternoon until 4:00pm for Zoom meeting work sessions.*

The attendance point system outlined above in the 3rd through 6th grade section will apply for Kindergarten through 2nd grades as well. Students will be able to receive up to 2 points for attendance in their classes, which calculates to 10 points per class over the 2-week period.

Preschool and Junior Kindergarten

Preschool and Junior Kindergarten students will receive a packet of activities for each two-week period. Students will meet twice a week via Zoom. Preschool will meet at 10:00am and Junior Kindergarten will meet at 11:00am on Tuesdays and Thursdays.

Elementary Specials Schedule

It will be critical to include our specials teachers in the scheduling of elementary students as these classes are often some of the highlights of the day for students. A rotation of specials is beneficial for our students to stay active, creative, and socially/emotionally aware during an uncertain period of time. As listed above, K-2 and 3-6 grades will have different specials times

Anselmo-Merna Public School Virtual Learning Plan

to ensure activities are age-appropriate. Students will engage in PE on Mondays, Music on Tuesdays, Art on Wednesdays, and either PE or Guidance on Thursdays.

Staff Expectations:

Our staff will be unified on all fronts in order to make the virtual learning experience successful for our students. Staff expectations of professionalism, organization, reflective, and communication will play major roles in the how successfully we instruct and interact with our students as well as parents. We will also need to commit to growing in our understanding and use of technology. Having a solid understanding of how to use interactive websites, Google Classroom, and Zoom will to a large extent determine the effectiveness of the learning experience.

Some key expectations to keep in mind:

1. We will continue our normal contract hours of 7:45am to 4:00pm.
2. Attendance is IMPERATIVE and must be taken every day in PowerSchools. JH/HS will need to do this for every class and utilize the system for logging work sessions attended.
3. Work sessions are to have a review of content followed by opportunities for students to ask questions or work on assignments. Adhere tightly to this format.
4. Be available at the specified times above. Provide students with consistent times whether they attend or not. No "it's been 10 minutes and no one is here, so I'll end the meeting" mentalities.
5. Keep assignments and due dates reasonable (30 minutes of work) as well as geared toward the next class period for due dates. Red Day to Red Day or White Day to White Day. Stay away from "same day" due dates and assigning multiple items of work.
6. Grade assignments promptly! (48-hour period)
7. Respond to student/parent questions as immediately as possible.
8. Communicate with students/parents immediately for late work or other issues.
9. Extend grace to students and families appropriately when they have issues with internet. Parents need to notify teacher when this happens.
10. Keep class structures and assignments in easy-to-find places on Google Classroom pages. These must be kept up-to-date for student and parent use.

Student Expectations

This virtual learning plan is built with the goal of providing students with a consistent, effective way to continue building on academic abilities. In order for academic progress to take place in a virtual learning setting, students must understand that they are accountable to attend classes and work sessions, ask questions, and complete assignments. Upholding the schedule laid out above is of the utmost importance and takes first priority.

Some key expectations to keep in mind:

1. First and foremost, you are student even if we are in a virtual learning setting. Hobbies, work, help at home, etc. do not excuse or provide you with the opportunity to miss scheduled classes and assignments.

Anselmo-Merna Public School Virtual Learning Plan

2. Attendance for classes and work sessions are graded and have point value, so it is very important that you attend each scheduled class and work session.
3. The accountability for communicating with your teachers on assignments or any other questions rests solely on you. Whether it be over email, phone call, or Zoom meeting, you must take the initiative to ask questions!
4. If you have technology or internet issues, let your teacher know as soon as possible!
5. All late assignments are to be completed and turned in by the end of each two-week period. Late assignments are subject to a reduction in percentage. Stay on top of your assignments! Teachers will have lists of missing assignments and will contact you on what you are missing. This points directly to your responsibility and commitment.

Parent Expectations

The partnership between parent and school is paramount in a virtual learning experience. The goal of our partnership is to help your child excel and achieve academically, socially, and emotionally. This plan will provide each student with a consistent schedule each day that allows for continued learning and stable routine that students must have in order to continue advancing in their education.

Some key expectations to keep in mind:

1. Your child is a student first. This must be conveyed by both school and parent. Although the ability to help at home and look after siblings may seem ideal, your student's engagement in the virtual learning schedule comes first.
2. Establish a consistent routine with your student to ensure that they are able to participate in classes and work sessions as successfully as possible. This would include set wake-up times, lunch, supper, and sleeping times. Keeping these as regimented as possible.
3. Communicate any issues with staff immediately. Our staff will be easily accessible via email or phone call to help you with any questions or concerns you may have. This includes issues with technology or assignments. If you have internet connection issues, please notify your child's teacher as soon as possible.
4. Frequent check-ins on completion of assignments. We encourage you to look at assignment lists each day and to discuss progress and completion of tasks. This would also include late work completion.