

Boardman High School Remote Instruction

Staff Expectations

Teachers

- At the beginning of each week, teachers will provide a weekly schedule to students which outlines the daily expectations for remote learning.
- Using the **Google Classroom** platform, teachers will provide instruction to students. The access point for all remote instruction will be through Progressbook.
- Remote instruction will be a combination of video lessons, computer activities/assessments, and Zoom/Google communications.
 - Video lessons/instruction will be provided at least twice a week and will be combined with other remote learning activities. Each day, there will be something for remote students to complete for each of their classes, although some day's activities may be a continuation of previously started, longer assignments.
 - Teachers will communicate clear deadlines for their assignments. If there are assignments that must be completed within a few hours, those assignments will be brief enough to be completed within the specified time. Also, teachers will make students aware of these time-sensitive assignments during their weekly overview video so students can plan their week accordingly.

Student and Parent/Caregiver Expectations and Additional Information

Parents/Caregivers

- Provide an optimal learning environment that is free from distractions (noise, pets, etc.)
- Assist in monitoring student progress on coursework.
- Ensure that your child is following a typical school schedule that includes being awake and checking in with remote classes each morning between 7:30 and 8:30.
- Communicate questions and concerns to the teacher first. If the matter is not resolved, then contact the administration for assistance.

Students

- **Student participation each day is mandatory.**
- Students will be required to follow a schedule, which will include a mandatory attendance check in each morning between 7:30-8:30 a.m.. This is part of enforcing state law mandating compulsory attendance for Ohio students.
- After the attendance check in, students should begin their daily remote instruction by checking all assigned tasks in each of their remote classes.
- Please note: some assignments must be started and completed within an assigned period of time to be counted. This may include assignments that are given and due in the same day, again mirroring the pace and quality of the in-person instruction.

- Real-time Zoom/Google meetings/classes may be available and will be announced at the beginning of the week in the video overview so students can plan accordingly. Points associated with attendance at these meetings must be clearly communicated to students.
- In addition to video lessons/instruction, teachers will create related assignments at a minimum of twice a week. In general, teachers will have some activity planned for each day of the week.
- **Teachers will maintain office hours. These office hours will be for individual help or group zoom meetings.** High School students are expected to advocate for their learning and request individual help as needed. Teachers may also initiate meetings as they see needed.
- Teachers will grade work in a timely manner.
- Teachers will submit progress reports to parents, counselors, and students on a regular basis. A mid-term progress report is required for any student earning a D or F at the mid point of the quarter.
- **Remind** will be the communication tool used for parent communication.
- Communication with parents as partners will occur as needed.
- Students should be dressed appropriately for Zoom/Google meetings which will require the video view of the student and the student's name to confirm attendance. Emojis and other cartoon representations of a student's face are not permitted during Zoom/Google meetings.
- Students should direct all communication to their teachers during teacher work hours, 7:30 a.m.-3:00 p.m. Students should not expect a teacher response after 3:00 p.m. each workday.
- Daily attendance (signing in) is mandatory. Zoom meetings scheduled by teachers may have points assigned to them and students are expected to attend these meetings when scheduled.
- Lack of proper participation/attendance will lead to a negative impact on a student's grade.
- The online curriculum will meet the same standards as our Boardman Local Schools curriculum and will match the pacing/activities of in-person instruction as much as is practical and possible.
- Students will have access to courses in all core areas (English language arts, mathematics, sciences, and social studies)
- Students will also have limited access to special area courses (K-6) and elective courses (7-12), In some cases, students in grades 7-12 will not have access to their full schedule as planned this past spring.

When percentages are used, report cards will reflect the board adopted grading scale:

A	93% - 100%
B	85% - 92%
C	75% - 84%
D	65% - 74%
F	0% - 64%

Administration

- Provide a Chromebook for students to use at home (as needed).
- Monitor and assist teachers in the delivery of content for students.
- Implement appropriate grading procedures and work from home guidelines for teachers.
- Schedule meetings with remote students as needed to discuss progress and performance.
- Coordinate welfare checks with SRO.
- Students must be self-regulated, responsible learners who communicate questions and concerns immediately to teachers. Students must be advocates for their instruction and take the initiative to seek help in a timely manner if there is confusion.
- Students and teachers will participate in virtual check-in meetings designed to support student course progress and provide opportunities for students to connect with each other.
- Students will earn grades for their work. **Late work will receive a lower grade.**

Technology Department

- The district will make every effort to support families without wi-fi access.
- The district will provide help desk assistance when technical issues occur.
- Students may continue to participate in after-school activities at their school building, including extra-curricular activities.
- Students will have a real school schedule that will allow for seamless transition back into in-person instruction.

Social-Emotional Support

- Guidance Counselors will also create informative remote learning activities for students on the topics of social/emotional health, career, and college information.
- Students should anticipate being active with their remote instruction each day of the week during regular school hours, 7:30 a.m.-3:00 p.m.