



Remote Learning is the temporary online instruction for our traditional on-campus students. In the event of a temporary school shutdown, traditional face-to-face students will be notified of the switch to remote learning through which their regular classroom teachers will teach classes online. Students will be notified if Remote Learning is implemented. Student wifi and device needs will be identified through a Remote Learning Survey.

Oran Elementary

Remote Learning Plan

- Be Flexible
- Notification by School Messenger that we will be doing Remote Learning.
- Central Location to find Remote Learning- Google Drive/ School website. All teachers will use google classroom in some form during Remote Learning.
- Communication must be consistent and constant.
 - Assignments should be posted daily in Google Classroom
 - K-3 Packets will be mailed home. Packets Will be available on Google classroom and Phonics will be taught on Google Classroom.
 - Teachers will send out communication through Google Classroom periodically throughout each Quarter to parents while we are in Face to Face to school as practice for remote learning.
 - Grades K-3 will send out a Phonics Lesson by video for practice 2-3 times a quarter to parents through Google Classroom during the regular school year.
- Time Limits
 - When planning work be sure to plan for all students to be successful when considering time.
 - K-2 Maximum 60 minutes focus on Reading and Math
 - 3-6 Maximum 90 minutes Monday thru Thursday Reading and Math. Friday will be the day for teaching Science and Social Studies.
- Teacher office hours-response time to questions (if after school hours answer them promptly the next day)
 - 12:00 - 3:00 PM Mon. - Fri. office hours
 - Teachers can respond through email, class dojo, remind 101, and Google Classroom.

- Assignments due date - keep in mind the various challenges for students
 - Short term 5 days from returning to school
 - Long term they are due weekly.
 - All remote learning will be for a grade.
 - Keep grades up to date and posted.
 - Communicate with parents when a student is falling behind.
 - When planning work be sure to plan for all students to be successful when considering time.

- Paper packets prepared by the teachers must be the same as the online version. Completed packets can be mailed to school or returned during school hours.
 - Short term packets can be picked up at school or when students return to school.
 - Long term packets will be mailed to students.

- Teachers should have two prepared days of lessons to post for each quarter if needed for a short term shut down. These lessons should be review lessons. If the school is shut down longer than two days teachers will introduce and teach new material for long term remote learning.

- Lessons should be posted by 9:00 AM each day we are doing remote learning.

Teacher, Student, and Parent Expectations

- Parents expectations:
 - Training for parents on how to use Google Classroom.
 - Parents check posted assignments daily.
 - Parents make sure students are getting assignments turned in.
 - Communicate with teachers as needed.

- Student Expectations:
 - Students are expected to complete assignments in a timely manner and turn in all completed assignments for a grade.
 - Students are expected to communicate with teachers if/when they need help with assignments.
 - Students need to work daily on assignments.

- Teacher expectations:
 - Lessons are to be prepared and posted daily by 9:00 a.m.
 - Communication with parents/students on a regular basis.
 - Grades are to be updated in the grade book weekly.
 - Teachers should communicate with parents when students are not completing assignments.
 - Teacher work day from 8:00-3:00.
 - Teachers office hours from 12:00-3:00 each day to help students and parents as needed.
 - If school is shut down longer than two days teachers will introduce and teach new material.