

RCHS Expectations for Distance Learning

Distance Learning vs. E-Learning

Distance Learning occurs when the learner and teacher are separated by time and distance (not in a traditional classroom setting). Information is typically transmitted via technology so that no physical presence in the classroom is required. **Distance Learning is to be treated differently than those E-Learning days used for inclement weather. Unlike E-Learning days where the focus was on reviewing previously learned material, Distance Learning will require teachers to teach new content in a remote setting. E-Learning utilizes Asynchronous Learning.**

Distance Learning for RCHS students will be Synchronous which will include various formats and modalities but will likely be more dependent on technology. **Teachers will utilize Canvas as the primary method for communicating with students, providing learning materials, and collecting work.** The depth and breadth of these activities may look different for each course depending on the teacher's comfort level with the Canvas platform. Students will use their RCSC-issued Chromebook to access course materials if possible. Students can correspond with teachers electronically using their RCSC-issued Gmail account or by using the messaging options within Canvas. Teachers will make accommodations for students who do not have a device available at home, who do not have reliable internet access, and/or who are unable to effectively access learning materials electronically. If a student has a course content question, it is the student's responsibility to contact his or her teacher via email or using Canvas.

Synchronous Learning (Distance Learning) vs. Asynchronous Learning (eLearning)

	Synchronous Learning	Asynchronous Learning
Definition	Synchronous learning is remote learning where everyone from a given group is online at the same time using tools such as Zoom, Google Meet, and/or Canvas Conferences.	Asynchronous learning is remote learning where students access pre-recorded lessons or independent learning tasks at any time during the day.
What does this look like?	<p>Checking in with students regarding their social emotional wellness, building community, and establishing personal connections.</p> <p>Engaging students in discussions to ensure understanding of information.</p> <p>Previewing or explaining assignments or expectations of learning tasks.</p> <p>Answering student questions about one of the recorded lessons.</p> <p>Conducting small group instruction.</p> <p>Modeling or sharing examples of final products.</p>	<p>Viewing recorded instructional videos of lessons in a content area.</p> <p>Listening to read alouds and answering questions.</p> <p>Engaging in online discussion by reading and posting responses (i.e. via Canvas, Padlet, Flipgrid)</p> <p>Reading posted literary selections and responding.</p> <p>Responding to and collecting student work.</p> <p>Recordings of performances submitted by students.</p> <p>Completing independent learning tasks and assignments.</p>

RCCHS Expectations for Distance Learning

Rensselaer Central High School Distance Learning Schedule

RCCHS Distance Learning days will occur Monday through Friday. Students must log in daily by 8:05 am. Teachers are expected to regularly check Canvas, their school-issued email, take attendance in PowerSchool and respond to students/parents throughout the day. Assignment due dates are determined by the individual teacher. Grades in PowerSchool will be updated every week.

Monday: All Periods

P1: 8:05-8:25

P2: 8:35-8:55

P3: 9:05-9:25

P4: 9:35-9:55

P5: 10:05-10:25

P6: 10:35-10:55

P7: 11:05-11:25

- Teacher Lunch Break: 11:30-12:00
- Teacher Office Hours: 12:05-3:15

Tuesday and Thursday: Periods 1-4 only

P1: 8:05-8:45

P2: 9:05-9:45

P3: 10:05-10:45

P4: 11:05-11:45

- Teacher Lunch Break: 12:05-12:35
- Teacher Office Hours: 12:35-3:15

Wednesday and Friday: Periods 5-7 only

P5: 8:05-8:45

P6: 9:05-9:45

P7: 10:05-10:45

- Teacher Lunch Break: 11:00-11:30
- Teacher Office Hours: 11:35-3:15

All RCCHS teachers will use the Modules page as the Front Page to their Canvas course. Teachers are to create a weekly Distance Learning Module in which they place the activities for the week. ***Teachers are to use the naming functions "Distance Learning Week 1", "Distance Learning Week 2", etc.***

RCHS Expectations for Distance Learning

Rensselaer Central Schools Corporation Virtual Instruction

Attendance

Indiana's attendance law requires students be engaged in academic work for at least six hours the high school and middle school levels. Five hours of engagement are required at the elementary level. It is not necessary keep track of students for every moment of the day. Attendance can be tracked by evidence of participation which can include:

- Daily logins to learning management systems
- Daily interactions with the teacher
- Assignment completion

RCSC procedures for virtual education will be in compliance with the June 12, 2020 memorandum on Instructional Time Requirements for SY 2020-2021 from the Indiana Department of Education. RCSC Board Policy 2370.05 also describes requirement for a Virtual Education Program.

School Cancellation -- Virtual Students

If school is cancelled, virtual students will remain virtual students and in-person students will continue to be considered in-person students even if instruction is provided remotely.

Remote Work (Telecommuting) -- Faculty and Staff

RCSC has adopted a policy on Remote Work (Telecommuting) that describes when remote work is allowed, who is allowed to work remotely and the expectation for remote work. The policy give the superintendent the authority to determine who has to report to work. Conditions with COVID-19 continue to evolve but the current plan for remote work for teaching staff is:

If school is cancelled, the teaching staff is expected to report to school during normal hours unless school has been canceled:

- for weather-related conditions.
- physical or mechanical conditions that would make attendance at school unsafe.
- by order of the Governor or other state or local agency.

The superintendent may have faculty and staff work from home due to other situations that arise making working from home the preferred option.

Instructional Expectations During School Cancellation

If school is cancelled for COVID-19 related reasons, the staff is expected to work at school unless there is express notice from the Governor, local or state health departments or the superintendent to work remotely.

Instruction During School Closure

If school is closed and instruction is being held remotely, teachers are to report to their schools at the regular time unless notice has been given not to return to school.

Paraprofessionals

Paraprofessionals will be expected to work during their normal hours unless instructed otherwise.