

## RUTH MURDOCH ELEMENTARY SCHOOL

### SYNCHRONOUS REMOTE LEARNING GUIDE

2020-2021 School Year

Thank you for your interest in virtual education, hereafter referred to as Synchronous Remote Learning (SRL), with RMES for the 2020-2021 school year. In this unprecedented time of the novel coronavirus-COVID-19, RMES is offering a digital option for students and families who desire to continue staying at home and keeping safe.

It is important to note that this opportunity is very different from the remote instruction that took place in Spring 2020. Below is a table that outlines a few of the many differences. In making a decision for your student, it is important to recognize that the SRL option will require a stronger commitment on the part of both parent and student, due to the requirements of a full schedule with full curriculum expectations.

<b>SPRING 2020: Emergency Remote Learning</b>	<b>FALL 2020: Synchronous Remote Learning (SRL)</b>
Extra grace and compassion in all facets of the process due to sudden mandated school closure at the onset of COVID-19.	Accountability: With grace and compassion extended, we will require higher expectations and accountability for student engagement in the curriculum and learning content.
Attendance: Extra grace extended to students for inconsistent attendance patterns at online instructional times.	Attendance: Students will be required to be in attendance on-line, with video on, for all classroom instructional time.
Assignments: Frequent adjustments to meet students and family needs— lessons minimized, modified and extra time given to encourage completion.	Assignments: Students will be required to meet all assignment deadlines.
Attire: Students were inconsistent adhering to school dress code or the dress guidelines for remote learning.	Attire: Students required to attend classes dressed for success and ready to learn— school attire (no sleep wear), groomed (hair combed, teeth brushed, etc.)

<p>Curriculum Content: Focused on ensuring the social-emotional, well-being of students, while encouraging students to complete a successful 4<sup>th</sup> Quarter/end of year.</p>	<p>Curriculum Content: Standards driven. Attendance at all classes is required.</p> <p>Special Classes (K-5): Instruction for special classes (Music, PE, and Spanish) in K-5 will be a combination of in classroom, virtual and outdoor activities. Students are required to attend all virtual activities for special classes.</p>
<p>Special Classes: Very flexible expectations for contact with the teachers</p>	<p>Special Classes (Jr. High Mini-courses): Mini-course instruction will be a combination of in classroom, virtual and outdoor activities. Attendance required for virtual classes.</p>
<p>Digital Platforms: Students were given the opportunity to experience various digital learning platforms, with the two primary being Zoom and Google Classroom.</p>	<p>Digital Platforms: Content will be presented primarily with Zoom and Google Classroom. Other platforms including Jupiter (our SIS), Flipgrid, Seesaw, etc., will be used.</p>

**2020-2021 Synchronous Remote Learning Program (SRL) Description**

For the 2020-2021 school year, RMES will offer a digital learning platform as a nontraditional instructional option for students and families grades K-8 who choose 100% Synchronous Remote Learning (SRL).

Students have the option to transition back to in-person education. If a student begins with Synchronous Remote Learning, we recommend at least 2-4 weeks of trial before transitioning to in-person education.

The curriculum platforms are as follows:

K-8 Zoom Synchronous Remote Learning

K-8 Google Classroom learning management system

K-5 All classes will be taught with a STEAMS focus, including **S**cience, **T**echnology (integrated across curriculum) **E**nglish/Language Arts (focus on Reading, Spelling and Writing), **A**rts (see below-Special Classes) **M**ath, Bible/**S**pirituality (Core of RMES culture).

7-8) All classes will be taught with a STEAMS focus, including **S**cience, **T**echnology (Keyboarding, Word, Power Point, Excel and integrated across curriculum) **E**nglish/Language Arts (focus on Reading/Literature & Writing). Engineering (Lego Robotics, Co2 Cars, Rocketry, Home maintenance etc.), **A**rts (Special Classes below), **M**ath, Bible/**S**pirituality.

Special Classes: Art, Music, Drama, Physical Education, and Modern Languages (Spanish, French, Korean), offered using a combination of outdoor, classroom, and virtual activities.

Reading Support: The Title I support services will continue. The reading resource teacher will continue to provide individual and small groups help to students who are struggling with reading.

After commitment to the Synchronous Remote/Virtual Learning, parents will continue to receive all school and classroom communication via Jupiter, One Call Now, and RMES Website. Contact information must be up to date in Jupiter and in the school office.

## **Eligibility Information**

The following eligibility requirements must be met in order to enroll and continue in the SRL program:

- Students must have daily access to a reliable device (desktop, laptop, tablet) with audio and camera capability, reliable internet service, email, and telephone in order to maintain contact with teachers, staff, and administration.
- Students enrolled in SRL are required to adhere to all RMES and classroom policies with regard to attendance, participation and completion of class/course work.
- Students will be required to attend online class groomed and appropriately dressed (See RMES Handbook for Dress Code) for school each day.
- Students must also participate in any testing required by RMES, Michigan Conference or the North American Division (NAD) of SDA.
- Please note that RMES will not provide tech support for personal devices.

## **Required Instructional Hours and Work Completion:**

To meet the state's requirements, families are required to have their students complete all Core (Bible, Language Arts, Math, Science and Social Studies) classes in online education.

Attending school on a consistent basis is crucial for student success. The same holds true for consistent student engagement on a remote learning platform.

Student attendance will be measured and monitored based on being logged on (with video on) to the virtual platform during instructional time, engagement in class, appropriate online behavior, meeting assignment deadlines and other criteria as determined by individual teachers.

A student may be unenrolled for non-school attendance if that student has not logged onto the digital platforms, not submitted work, and has not responded to contact attempts from the teacher/school after 3-5 days.

## **Attendance Reporting Requirements**

Absences: Parents must alert the school of student absence. Attendance is based on students being present during SRL classes. Regardless of the amount of time a student misses due to absences, the student is required to complete ALL course work for each day or week, meeting the required deadlines given by the teacher for assignments.

## **Maintaining Good Academic Standing in the Synchronous Remote Learning Program**

- A student demonstrating adequate participation and progress in school is based on several criteria and is a combination of various measures. These measures may include:
  - Student's positive interactions with the teacher/class
  - Course percentage completion, and
  - Amount of communication with the teacher
- Students expectations also include:
  - On time submission of assignments in each course every day school is in session or as directed by the teacher.
- A SRL student will remain in good academic standing based on:
  - Daily attendance at all Zoom virtual classes
  - Weekly progress
  - Satisfactory amount of classwork submissions
  - Percent complete submitted work
  - Regular communication with teachers

## **Roles and Expectations for a Successful Synchronous Remote Learning (SRL) Experience:**

<p>Parent</p>	<ul style="list-style-type: none"> <li>· Provide student with a reliable device (desktop, laptop, tablet) with reliable internet service, with camera and audio capability.</li> <li>· Create and support your student with an at home virtual learning schedule.</li> <li>· Have a quiet designated place for your student to work each day.</li> <li>· Have your student up, dressed appropriately and ready to tune in to the remote learning class (LIVE on Zoom), at the times scheduled by your child's teacher.</li> <li>· Check DAILY on your student to ensure that all assignments are completed as required.</li> <li>· Alert school of student absences. Excused absences are only considered for student illness, death of a relative, medical and extreme emergencies.</li> <li>· Assist your student in navigating the digital site.</li> <li>· Ensure your student can access all digital content.</li> <li>· Ensure your student meets all assignment deadlines.</li> <li>· Communicate with your student's teacher when necessary.</li> <li>· When requested, meet with teacher, and/or principal, via the agreed upon mode (digitally or in-person).</li> <li>· Have your child take breaks per teacher's guidelines.</li> <li>· Ensure your student is supervised during standardized testing for MAP, DIBELS or other testing, without providing test assistance.</li> <li>· Check Jupiter (School Management System) multiple times per week, for grades, email, class information and information about your child.</li> </ul>
<p>Teacher</p>	<ul style="list-style-type: none"> <li>· Support students with the at-home digital learning schedule by providing feedback, grading, answering questions and teaching classes via Zoom.</li> <li>· Provide class schedule and syllabus to remote students.</li> <li>· Assist students in navigating the digital site and access content.</li> <li>· Monitor and record the attendance of SRL students, daily.</li> <li>· Monitor the completion and submission of assignments, as well as record in Jupiter.</li> <li>· Grade and report student progress in Jupiter.</li> <li>· Schedule and complete all standardized testing as directed by NAD/MI Conference</li> </ul>

If you have any questions about our program, please do not hesitate to contact our office at (269) 471-3220 for general information or give a call to your child's teacher for specific class related information. The principal will also welcome the opportunity to meet and/or answer any questions at [esavory@andrews.edu](mailto:esavory@andrews.edu) or (860) 874-8123.

### **RMES SYNCHRONOUS REMOTE LEARNING (SRL) AGREEMENT**

If you and your child are in agreement with the information shared in this document. Please sign and date below. You can return this signature page by email or dropping it off at the school office during regular business hours.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name of Parent/Guardian: \_\_\_\_\_