

**Expectations in Supporting Distance Learning**

**Students:**

- Check the online platforms for information on classes, assignments, and resources daily.
- Dedicate appropriate time to learning, as guided by your teacher(s).
- Ensure that you know your usernames and passwords for instructional resources.
- Identify a comfortable and quiet space to learn and study.
- Actively engage in online learning activities offered by your teachers.
- Complete all required tasks/assignments in a timely manner and submit them by the due dates established by your teacher(s). Know what to do if you are unable to access the Internet in your regular place of study.
- Preplan for testing situations to ensure uninterrupted span of time and proper Internet access.
- Follow the rules of “Netiquette” as you participate in the online learning community and interact with your teacher(s) and peers. For example, no bullying, disrespect, etc.

**Teachers:**

- Develop high quality distance learning lessons/assignments for students that address course standards/benchmarks while balancing online learning, volume of work assigned, and student/teacher interaction.
- Use evidence-based strategies for English Language Learners (ELL) and provide appropriate accommodations for Students with Disabilities and students with Section 504 plans, to the extent practical.
- Observe established office hours during the regularly scheduled work day that include communicating with and providing feedback to students, facilitating lessons, or answering student questions.
- Provide instructional resources and materials through digital learning means such as Google Classroom, Schoology, etc.
- Communicate regularly with parents/families regarding expectations and student progress; if students are not engaged in the lessons and assignments, teachers should contact parents. Teachers will try to reply to parent/student questions within 24-48 hours except during holidays or weekends.
- Participate in professional development and virtual learning sessions intended to support distance learning.
- Ensure that you are monitoring District and school communications for up-to-date information regarding school closures, instructional continuation plans, and distance learning resources.

**Families:**

- Assure that a mobile device and internet access are available at home.
- Monitor District and school communications for up-to-date information regarding school closures, instructional continuation plans, and distance learning resources.
- Ensure that your children know their usernames and passwords for instructional resources and encourage their participation in distance learning offerings.
- Maintain communication with your children’s teachers and school counselor.
- Engage your children in conversations regarding assignments.
- Monitor time spent engaging in online and offline learning.
- Support your children’s emotional balance by providing time for physical activity and play.
- If your student qualifies for reduced price or free meals, and you would like to pick up those meals, contact your school’s cafeteria to arrange pick up.