



**BOTELLE**

**SCHOOL**

## Botelle Elementary School Distance Learning Agreement **FAMILY CHOICE OPTION**

### **SHARED EXPECTATIONS**

Families with health concerns about in-person learning can choose a distance learning model to provide instruction for students. It is important to note that distance learning can not replicate the learning that occurs face-to-face in the classroom. Success with distance learning will require ongoing collaboration between school and home. It is expected that an adult is consistently available throughout the day to support student engagement, learning and work completion. Teachers will not be able to check in with distance learners during the school day but will be available each day from 3-3:30 to answer questions and give feedback.

### **DAILY SCHEDULE & INSTRUCTION**

Students will attend school from 8:30-3:30 each day and follow the daily schedule for their class provided by their teacher. Students will log into live stream Google Meet sessions for class meetings and direct instruction in all content areas. Once the lesson has ended, students will log off and complete assignments that have been posted to Seesaw (PK-2) or Google Classroom (3-6). Families will be notified of the schedule in advance. Students with IEPs, 504 plans or receive academic support through SRBI will receive services. Those services will also be scheduled and communicated to families. Students are expected to attend all live sessions and complete all posted work. Live sessions will not be recorded and attendance will be taken daily.

### **STUDENT BEHAVIOR & RESPONSIBILITIES**

Students are expected to

- attend all live instruction and complete daily assignments
- keep the video on during instruction and be seated so the teacher can see him/her
- keep the microphone on mute during live streamed lessons
- dress appropriately
- work in a location that is productive for learning (desk, dining room table, kitchen island, etc...)
- treat school issued devices and materials with care and respect

### **ATTENDANCE**

Daily, consistent attendance contributes to success in school and with distance learning. However, if your child is sick and can not attend live streamed lessons, please call the school nurse by 9am.

### **ASSIGNMENTS**

Students complete daily assignments in all content areas. Classroom teachers will organize the assignments by content area in either Seesaw (PK-2) or Google Classroom (3-6). Assignments from specialists (Art, Instrumental Music, Library Media, Physical Education, Music and Social Emotional) will also be found on the homeroom teacher's site. Parents may choose to provide their own instruction in the

special areas and not participate in Art, Music, Library Media, PE or SEL instruction. Please inform the Principal of your intentions.

- My child(ren) WILL participate in lessons with specialists.
- My child(ren) will NOT participate in lessons with specialists.
- My child(ren) WILL participate in Instrumental Music lessons.
- My child(ren) will NOT participate in Instrumental Music lessons.

### ASSESSMENTS & GRADING

Assessments will be given to distance learners and graded, just like their in-person peers. Assessments serve many purposes and inform both the teacher and student of what has been learned and what is to be learned next. If separate arrangements to assess distance learners need to be made, the teacher will communicate with families. Progress reports will be sent home and parents can sign up for virtual parent conferences in November and March.

### MATERIALS

Students will receive a school issued device (Ipad for PK-2; Chromebook for 3-6) to log onto lessons and complete assignments. Students will also be provided with materials to support learning, including but not limited to- math manipulatives, books and workbooks and other school supplies. Students and parents must read, sign and return the BES Student User Agreement that outlines how school issued devices will be used. Safe and appropriate use of these devices should be monitored by parents and guardians. The school also monitors student accounts through an application, Go Guardian.

### LUNCH

Distance learners may participate in the school lunch program. Meals will be packaged for the week and can be picked up each week on Tuesday. Lunch includes milk, which will also be sent home. Lunch costs \$3 per child per day unless the family is eligible for free or reduced meals. For September, the menu is the same for school and home. Menus for distance learners will be sent home at the same time as in-person learners.

- My child(ren) WILL participate in the school lunch program.
- My child(ren) will NOT participate in the school lunch program.
- I am UNSURE if my child(ren) will participate in the school lunch program. I will call the office and inform the school of my decision at a later date.

### TRANSITION TO IN-PERSON LEARNING

Families can decide to have their student attend school in person at any time. Please notify the principal one week in advance so arrangements can be made.

### COMMUNICATION

Families will receive all school based communication and are encouraged to use Class Dojo, visit our school website and subscribe to all electronic and phone alerts. Consistent communication is important to the success of distance learning. Families can call or email their child's teacher or the administration with any questions or concerns. Students and families also have daily opportunities to check in with

classroom teachers from 3-3:30. A communication plan has been developed to support students and families if attendance, engagement and productivity during distance learning is inconsistent.

**Student is not in attendance for live lessons.**

- Nurse will call to see if child is sick
- Teachers will send an email at the end of the day
- Administration will email and/or call home

**Student is not completing daily assignments.**

- Teachers, from 3-3:30 will inform students and families of missing work
- Teachers will email families if the student is missing 5 or more assignments
- Administration will email and/or call home if missing assignments aren't turned in

*\*school employees are mandated reporters and if attempts to communicate with families are in vain, we are required to report educational neglect to the Department of Children and Families*

The signatures below affirm that we have read, discussed, and understand the Distance Learning Plan and agree to follow the outlined procedures.

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

Principal Signature: \_\_\_\_\_ Date \_\_\_\_\_