

Germantown Hills School District Remote Learning Expectations

With the state mandated shutdown that began last March, we were all flung into an unpredictable situation. Since then and since the beginning of this school year and with our recent move to full remote learning, our teachers and administrators have reflected upon what it takes to make the remote learning experience as effective for student learning as possible. We offer these expectations for students, teachers, administrators and parents as a guide to assist all of us in providing the highest quality education during this difficult time.

*These guidelines are developed to apply to remote learners during In-person Learning as well as Full Remote Learning.

Typically, teachers will be providing remote instruction from their classroom whether it is live streamed or recorded. For students, the middle school remote learning day is 7:45 AM - 12:45 PM is mostly synchronous. While there is not a set remote learning day for elementary school because it is mostly asynchronous, teachers will communicate remote learning assistant hours in which they are available to provide additional, live assistance to remote learners.

Types of Remote Instruction

Asynchronous instruction refers to self-paced instruction where students engage in the learning materials on their own time, interacting intermittently with the teacher via the computer or other electronic devices. Examples include: activities/projects and recorded video lessons, engaging or applying learning in various online and offline activities and directions for digital/remote learning

Synchronous instruction is similar to on-campus learning. It is two-way, real-time, live instruction between students and teachers through the computer or other electronic devices. Examples include: Live instruction, introduction and/or review of concepts, explanation of directions, opportunities for question/answer sessions and discussions on topics of new learning.

Student Remote Learning Expectations:

- Produce work that is their own.
- Be responsible for your own learning.
- Arrive at Google meets on time with supplies.
- Make up any missed work.
- Complete the expected steps to check in each day for both attendance and social emotional support.
- Complete assignments provided in both synchronous and asynchronous format.
- Turn in assignments by the expected due date assigned by their teachers.
- If developmentally appropriate, ask for help from their teacher if they are struggling.
- Middle School students should check their Skyward gradebook and Google classroom to verify that they have completed or submitted all assignments.
- Be respectful of themselves, teachers and other students.

*Please note these are general guidelines. Since we service students from grades K-8, we know that parents will need to assist younger students with some of these tasks.

Teacher Remote Learning Expectations

- Proactively reach out to students who are struggling with content or missing assignments/assessments.
- Communicate with students with questions and concerns during the 8:00-3:30 time frame to offer support and assistance.
- Respond to parents or students within 24 hours of receiving the communication.
- Communicate with parents/families regarding both curricular and assignment grading expectations.
- Provide a recording or live stream of lessons for students
- Communicate with parents regarding academic progress, and/or potential problems a student may be having academically.
- Provide timely feedback on assignments and assessments including.
- Update grades in Skyward (grades 3-8) in a timely manner.
- Work in coordination with case managers of IEP students, 504 and Tier III students.
- Reflect on the Remote Learning Process on a consistent basis in order to provide students, staff, and parents the best Remote Learning experience.
- Support students, staff and families with resources and materials to help with the remote learning process.
- Meet and collaborate with teachers regularly to further discuss needs, offer support, and discuss strategies to help further enhance remote learning instruction.

Administrator Remote Learning Expectations

- Support teachers and students with resources and materials to successfully implement remote learning. Collaborate with teachers to discuss curriculum, instruction, and assessment.
- Periodically attend the synchronous learning portions of classroom instruction and serve as a resource for informal feedback on a weekly basis.
- Assist teachers in meeting expectations by sharing instructional ideas, planning methods, engagement strategies in a sharing, collaborative process.
- Meet with Guidance Counselors to identify and work with students who are not engaging in instruction.

Parent/Guardian Remote Learning Expectations

- Help reinforce that in the absence of in-person learning, the mode of online learning is a legitimate method of instruction and will be treated as such.
- Encourage and expect their students to attend classes daily.
- Communicate with teachers to work collectively for the benefit of the learning process.
- Help students take responsibility for work, knowing the teacher is there to provide assistance.
- Help to positively promote the Remote Learning Process.
- Reserve a place in the home for your child to complete remote learning work.
- Check with Skyward (grades 3-8) or the teacher (grades K-2) regularly for both an update on grades as well as work completion.
- Don't plan activities during class times as it is important for your student to participate fully in the google meet classes.
- Reach out to staff if your child is struggling with remote learning and if you feel your child is struggling socially or emotionally.
- Encourage your child to actively participate in both synchronous and asynchronous learning daily.
- Communicate with the school if your child is ill or not able to participate in remote learning for that school.