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## Overview & Purpose

Parent(s)/Guardian(s) and Student(s) who will be engaged in Remote Learning will be required to attend an informational Remote Learning meeting (TBD) .

The informational night will take place at Madison High School where technology will be dispersed and the required paperwork filled out.

Remote learners will be provided guidelines of distance learning procedures.

At the onset of each week, families will be provided with a clear outline of what will be covered and expected over the course of the following week.

At grades 9-12 classroom teachers will communicate with families on behalf of their assigned grade levels and subjects.

## Guidelines for MSAD 59 Remote Learning Option at Madison High School



September 2020

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## REMOTE LEARNING DAYS

\*Remote students will be assigned to either **Kennebec** or **Lakewood** grade level groups.

\*All remote learning students will be expected to follow their daily grade level schedule according to their assigned group (Kennebec or Lakewood).

\*Remote learners will be expected to participate in a live stream class via Google Meet on the day of their assigned groups direct instruction following their given high school schedule.

\*Remote students will be sent an invite email through Google Meet from their teacher to join that class via Google Classroom. Once logged on, they will be able to see "live" classroom instruction and participate in class learning activities. Students will follow Blue, Blue, White, White and then repeat.

\*All students will be learning the same grade level curriculum and be expected to meet the requirements of the course guidelines and expectations.

\*On Independent practice days, remote learners will only be expected to complete a quick check-in with their content teachers within the first ten minutes of each class.

\*Independent Learning Days happen for students opposite of their Remote Learning "Teacher" days. These days students are provided with independent work and practice that will be reviewed, expanded upon, or referenced during virtual or in-person instruction at a later date.

\*Remote students are highly encouraged to participate in the daily Advisory Time as a study hall time.

\*Students may email the teacher with questions, but they should expect a turn around response to take on average 24 hours Mon-Thurs.

\*Educational Materials (not accessed in Google Classroom) that are needed for remote learning will be delivered with weekly food service meals (Monday & Wednesday).

\*Teachers will post "Office Hours" for students who may need more assistance with their remote learning assignments.

\*Remote learners will be expected to participate in all assessments and meet class deadlines. Arrangements will have to be made for students who need to turn in paper assignments if virtual options are not available.

\*Remote learners will practice the MAC technology behavior and dress appropriately for classroom attendance.

### MAC Technology

#### M-Movement

(Sit at a computer & calm body)

#### A-Activity

(Eyes on screen & ears listening)

#### C-Conversation

(Voice Level 0 while mic is muted & raise hand to speak)

### Getting Ready for Your Remote Learning

Make sure you have completed your pre-class activity and be ready to learn!

Work with your family to find a quiet place that won't disturb other people in your house and won't distract you from learning.

Prepare your learning space. Make sure you have a clear learning space, something to write with and your device.

If possible, have a clear background with no items that contain personal information.



### DURING YOUR TIME IN CLASS (Live Streaming)

Ask questions if you are confused about the learning and independent practice work.

When you are not speaking, please mute the microphone.

Turn off all other distractions such as a cell phone, television, or gaming device.

Follow MAC guidelines.