



# MONROEVILLE

## LOCAL SCHOOLS

### **Family 2021-2022 Remote Learning Expectations for MLS**

*\*\*\*Dr. Kaple-Jones will specify whether or not we will follow the short-term or long-term remote learning guidelines when she notifies us of the closure*

#### Short-Term Remote Learning

Lesson Expectations	<ul style="list-style-type: none"><li>• Teacher will post to Google Classroom by 9:00 AM with lesson and office hours for day</li></ul>
Zoom/Google Meet Guidelines	<ul style="list-style-type: none"><li>• 2 Office hours daily are required to be offered by teacher</li><li>• No Zoom/Google Meet Whole Class Synchronous instruction required (optional by teacher)</li></ul>
Attendance Expectations	<ul style="list-style-type: none"><li>• Complete posted assignment/assessment/class participation requirement for the day by 9:00 AM the following school day</li><li>• Period Attendance can be an Assessment, Assignment, Zoom meeting, etc.<ul style="list-style-type: none"><li>○ Assignments that are posted the class before are due no sooner than the next class day by 9:00 am</li></ul></li><li>• Assignments not turned in will reflect an absence for that class period for the date the assignment was due.</li></ul>
Credit for Late/Missing Assignments	<ul style="list-style-type: none"><li>• Follow student handbook guidelines</li></ul>

Long-Term Remote Learning

Lesson Expectations	<ul style="list-style-type: none"><li>● Post weekly planning grid on Monday by 7:30 AM<ul style="list-style-type: none"><li>○ Outline all assignments and their due dates for week</li><li>○ List scheduled Zoom/Google Meet meetings and office hours</li></ul></li></ul>
Zoom/Google Meet Guidelines	<ul style="list-style-type: none"><li>● Office hours are required to be offered daily<ul style="list-style-type: none"><li>○ 2 hours per day<ul style="list-style-type: none"><li>■ Ex: one hour in AM, one hour in PM, and etc.</li></ul></li><li>○ Determined and communicated by the teacher and posted on the planning grid each Monday by 7:30 AM</li></ul></li><li>● Zoom/Google Meet instruction is optional<ul style="list-style-type: none"><li>○ No more than 2 required zoom/google meet meetings each week</li></ul></li><li>● Be understanding of students who miss mandatory Zoom/Google Meet Meetings<ul style="list-style-type: none"><li>○ Record meeting and post it</li><li>○ Allow student to call in and attend by phone</li><li>○ Alternate assignment ready to offer for students to make up missed credit</li></ul></li><li>● Students must contact teacher if unable to attend required zoom/google meet meeting within 30 minutes of meeting start time</li></ul>
Attendance Expectations	<ul style="list-style-type: none"><li>● Complete posted assignment/ assessment/class participation requirement for the day by 9:00 AM the following school day</li><li>● Period Attendance can be an Assessment, Assignment, Zoom meeting, etc.<ul style="list-style-type: none"><li>○ Assignments that are posted the class before are due no sooner than the next class day by 9:00 am</li></ul></li><li>● Assignments not turned in will reflect an absence for that class period for the date the assignment was due.</li></ul>
Credit for Late/Missing Assignments	<ul style="list-style-type: none"><li>● Follow student handbook guidelines</li></ul>