

# Let's work together to keep our students learning!

## Expectations for Students, Teachers, and Guardians during Remote Learning



### EXPECTATIONS FOR STUDENTS

#### Schedule

- Students should spend time working on schoolwork every single day. Assignments may be due at the end of the week, but students should not procrastinate. Students spend approximately 4-5 hours on their learning during a regular school day. During remote learning, students should expect to work a minimum of 3 hours each day in order to be successful.
- Students should be logged in to all live sessions. Elementary students will receive a schedule of sessions from their teacher and middle school students should follow the weekly schedule.
- In addition to regular learning activities for each class, all students must complete 45 minutes of iReady in math and reading every week.
- All students regardless of in-person or virtual status, will work on the same schedule during full remote learning.

#### Live Sessions and Attendance

- Students should make every effort to be present for live sessions. Teachers will track attendance for all sessions.
- If students miss their assigned class times, they are still responsible for submitting all assignments. When possible, teachers will record sessions to be watched later.

#### Communication

- Students and guardians must take a proactive role in communicating with teachers. If you don't understand an assignment or a grade, immediately contact the teacher. The fastest way to contact the teacher is to send a message through Seesaw or Schoology.
- Students must monitor their grades and feedback on assignments.
  - K-4 students should monitor progress through Seesaw.
  - 5th grade students should monitor grades and progress on Livegrades.
  - 6-8 students should monitor grades and progress through Schoology.

**It is the student's responsibility (with help from a guardian for young students) to contact their teacher about missing assignments or poor grades.**



### EXPECTATIONS FOR TEACHERS AND PRINCIPALS

#### Live Class Sessions

Teachers will be conducting live online sessions. S/he will communicate those times with parents. Please log-on at the specific times given by your child's teacher.

#### Questions and Help

Teachers will be available Monday through Friday from 7am-3pm. They will respond to questions within 24 hours during school hours.

#### Track Student Engagement

Teachers will track student engagement throughout the week and take attendance for live sessions.

#### Administrators Are Available for Help!

The principals will be available to assist with questions or concerns. Please contact us through one of the options below!

Call the school --- Message on Remind  
Contact on Schoology/ Seesaw --- Email  
Set up a tech appointment online

**304-864-3835**



### EXPECTATIONS FOR GUARDIANS

#### Establish routines and expectations.

- **Set regular school hours.** Get up at a set time each day, get dressed, and have a good breakfast. Be ready to start live classes on time!
- **Set up a quiet place to work.** Students should work in a quiet place with few distractions.
- **Move regularly and take breaks.** Your child will be sitting and working, so schedule time for your child to get exercise.

#### Monitor communication from your child's teacher(s).

This will help you ensure that your child understands the assignments and the instruction, and that they're completing all assignments.

#### Help your child take ownership of their learning.

- Develop a system to track assignments and tasks.
- For longer projects, set short-term goals and deadlines for each part.
- Be sure not to help with assignments too much. Struggling is part of the learning process and teachers need to see students' true abilities.

#### Begin each day with a check-in!

Ask your student these questions to check on their progress.

- What are you learning today?
- What are your goals for the day?
- How will you spend your time?
- What do you still have left to do this week?

