

Orange Phase Expectations for Online Learning

Twin Falls School District Secondary Schools

In order to best fulfill the mission of the T.F.S.D., “to provide a quality education necessary for students to be successful in life,” it is of importance that teachers, students, and parents agree to commit the time and energy needed for students to become successful. In the event of the need to return to online/remote learning (red/orange status), the following criteria are designed to assist us in best supporting each other in this effort.

Secondary Orange Hybrid Schedule					
	Monday	Tuesday	Wednesday	Thursday	Friday
Secondary 6-12	All Secondary Students Working Online	A-Day Students in School & B-Day Students Working Online	B-Day Students in School & A-Day Students Working Online	A-Day Students in School & B-Day Students Working Online	B-Day Students in School & A-Day Students Working Online

Student Expectations:

- Adhere to our code of conduct; behave with integrity and honesty while participating in an online class.
- Participate in online courses for the minimum amount of time recommended.
- Communicate with your online instructor and mentor in a professional and respectful manner.
- Attend assigned Google Meets and complete coursework on time.
- Ensure you have a plan to access online courses or requested packets at all times.
- Be accountable for earning the letter grade you strive for; grades will *not* be pass/fail for the 2020-2021 school year.

Parent Recommendations:

- Ensure that my student has the necessary equipment to participate: access to a device, internet, or ability to pick up and return requested coursework/packets.
- Log in to Powerschool in order to stay attuned to your student’s progress; ask your student to show you his/her coursework and progress. It is recommended to check PowerSchool at least twice each week.
- Support your student in participating with integrity and honesty; for example, ensure that all tests are completed by your student without the aid of others.
- Encourage your student to seek help when stuck or frustrated.
- Support your student in earning the letter grade he/she strives for; grades will not be pass/fail for the 2020-2021 school year.

Teacher Expectations:

- Provide engaging online curriculum balancing high expectations and manageability for students.
- Communicate weekly course expectations for students each Monday by 9:00 AM. Students will need to have approximately 30 minutes worth of work for each course on Mondays and the two online days depending on if they are an A Day or B Day student.
- Posts two Updates/Announcements each week on the course homepage.
- Each Monday, designate one office hour opportunity for tutoring or feedback. (Math 9:00 -10:00, Science 10:00 -11:00, ELA 11:00 -12:00, Social Studies 12:00 -1:00, 1:00-2:00 CTE and Electives)

- Make every effort to respond to e-mail from students or parents within two working days.
- Grade assignments within one week with the exception of major papers and projects. Priority will be given to work submitted on time.
- Accommodate students' individual needs while grading in the Orange Phase; grades will not be pass/fail for the 2020-2021 school year.

Red Phase Expectations for Online Learning (DRAFT)
Twin Falls School District Secondary Schools

In order to best fulfill the mission of the T.F.S.D., “to provide a quality education necessary for students to be successful in life,” it is of importance that teachers, students, and parents agree to commit the time and energy needed for students to become successful. In the event of the need to return to online/remote learning (red/orange status), the following criteria are designed to assist us in best supporting each other in this effort.

Content Area Days (below) are designated to support students in focusing on major events for the identified content areas. Teachers may use designated days for Google Meets, additional office hours, synchronous instruction, online tutoring sessions, major tests, etc. Additionally, students will be expected to work on all of their courses every day Monday through Friday.

	High School	Middle School	Content Area
Monday	30 min per class or 4 hours per day	20-30 min per class or 4 hours per day	Weekly communication from all teachers
Tuesday	30 min per class or 4 hours per day	20-30 min per class or 4 hours per day	Math
Wednesday	30 min per class or 4 hours per day	20-30 min per class or 4 hours per day	Science and CTE
Thursday	30 min per class or 4 hours per day	20-30 min per class or 4 hours per day	English and Social Studies
Friday	30 min per class or 4 hours per day	20-30 min per class or 4 hours per day	Electives

Student Expectations:

- Adhere to our code of conduct; behave with integrity and honesty while participating in an online class.
- Participate in online courses for the minimum amount of time recommended.
- Communicate with your online instructor and mentor in a professional and respectful manner.
- Attend assigned Google Meets and complete coursework on time. If a student misses a Google Meet, he/she will need to contact the teacher to make it up.
- Ensure you have a plan to access online courses or requested packets at all times.
- Be accountable for earning the letter grade you strive for; grades will *not* be pass/fail for the 2020-2021 school year.

Parent Recommendations:

- Ensure that my student has the necessary equipment to participate: access to a device, internet, or ability to pick up and return requested coursework/packets.
- Log in to Powerschool in order to stay attuned to your student’s progress; ask your student to show you his/her coursework and progress. It is recommended to check PowerSchool at least twice each week.
- Support your student in participating with integrity and honesty; for example, ensure that all tests are completed by your student without the aid of others.
- Encourage your student to seek help when stuck or frustrated.
- Support your student in earning the letter grade he/she strives for; grades will not be pass/fail for the 2020-2021 school year.

Teacher Expectations:

- Provide engaging online curriculum balancing high expectations and manageability for students.
- Communicate weekly course expectations for students each Monday by 9:00 AM.
- Posts two Updates/Announcements each week on the course homepage.
- Google Meet link posted, at a minimum, for each course taught by the teacher (1 every other week to touch base with all students). Each school will have a calendar of the Google Meets so students can attend all of the required sessions.
- Designate a variety of office hour opportunities for tutoring or feedback. 4 – 6 hours per week so students can get questions answered and receive immediate feedback. Any other communications/questions would be subject to the two working days for a response guidance. Not the same as group chats or live lesson delivery. Schools will create a plan for office hours, similar to the schedule below, so that students have the opportunity to attend all desired office hours.

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday
Morning	Math, Science, Electives	ELA, SS, CTE	Math, Science, Electives	ELA, SS, CTE	Math, Science, Electives
Afternoon	ELA, SS, CTE	Math, Science, Electives	ELA, SS, CTE	Math, Science, Electives	ELA, SS, CTE

- Contact advisory students every other week.
- Make every effort to respond to e-mail from students or parents within two working days.
- Grade assignments within one week with the exception of major papers and projects. Priority will be given to work submitted on time.
- Accommodate students’ individual needs while grading in the red phase; grades will not be pass/fail for the 2020-2021 school year.

Student Name: _____

Student Signature: _____

Parent Name: _____

Parent Signature: _____

Secondary Safety/Education Protocols for 20-21 School Year

Gatherings:

Staff and students are required to utilize a face covering (mask or shield that covers nose and mouth) within the school building. Exceptions will be made for breakfast/lunch while eating and other instances designated by school administration where social distancing can be maintained (not less than six feet for 15 minutes). All staff and students will be provided with washable masks for use. Face shields will be provided upon request and availability. In addition, disposable masks will also be made available. Staff will ensure students have the opportunity for a “covering break” every hour with social distancing maintained. Considerations/exceptions will be made for staff and students who provide documentation from a state licensed medical professional stating the wearing of a face covering could be a health risk for that individual. Considerations/exceptions will also be made per IEP/504 team recommendation.

Schools will create plans for Open Houses that will allow for smaller gatherings to meet teachers and hear classroom plans and procedures for the school year.

Schools will not hold activities that create large group gatherings in yellow, orange, or red, such as dances, programs, parent involvement nights, school assemblies, field trips, etc.

Schools will work to minimize large group gatherings during arrival and departure to and from school and during lunch.

Breakfast and Lunch:

Schools will stagger schedules as much as feasible, work to limit the number of students in the cafeteria at one time as much as possible, encourage as much social distancing as possible, have students sit at tables in a way that allows them to social distance as much as possible, providing hand sanitizer stations in cafeterias, etc.

Schools will limit visitors (including volunteers and parents) who are not staff or students in yellow and orange. Protocols for visitors are noted in the district protocol document for each color level.

Green/Yellow/Orange/Red

Teachers will communicate with parents and let them know which communication mode they will use on a regular basis (Remind, e-mail, etc.)

Teachers will respond to parent communications within 2 work days of received email and/or voicemail whenever possible.

Students will be assigned a digital device that will be for their use only. Students will use this for in-class work when needed, and to take home for online work when in

orange or red. Students will be taught the importance of only using their assigned devices.

The district provides an opportunity for a students K-8 to attend the Venture Upward School, online, for the school year, if a family is concerned about their child attending brick and mortar school. Families must register their child by September 1 in order to attend this school. This school is a Twin Falls School District school.

Orange Schedule

Students will be assigned to Group A (last name begin with letters A-K) or Group B (last name begins with letters L-Z) and will follow that schedule during the Orange Schedule.

Mondays will be an online learning day for all secondary students. Teachers will use the Monday Collaboration time for collaborating, planning, and preparing for the upcoming week.

**Building administrators will work with families who have children with different last names to place all children (elementary, middle, and high school) in one family on the same schedule.

Secondary Orange Hybrid Schedule					
	Monday	Tuesday: A-Day	Wednesday: B-Day	Thursday: A-Day	Friday: B-Day
Secondary 6th - 12th Grades	Online Day for All Students	Group A Students in School Group B Students Distance Learning and packets	Group B Students in School Group A Students Distance Learning and packets	Group A Students in School Group B Students Distance Learning and packets	Group B Students in School Group A Students Distance Learning and packets

Classroom/School Safety Protocols (Yellow/Orange):

Families will be expected to monitor student use of devices in the home and to help children take care of devices and help assure that devices are transported from home to school for their use at school when students are in session.

Teachers will take precautions by disinfecting any school supplies that students may need to share between uses. This will include classroom supplies, lab equipment,

calculators, etc. Schools will make every effort to minimize the sharing of materials from student to student.

Teachers will keep seating charts so that we have a record of who students are in close proximity to, to assist with contact tracing in the event of a confirmed case in a school.

Classrooms will be arranged to allow for the most social distancing possible among student desks. If classrooms use tables instead of desks, efforts will be made to social distance and not have kids facing each other as much as possible.

When staff are working with students and are not able to social distance they will wear face masks or shields when they need to work with a student at a distance closer than 6 feet. This will include for small group intervention instruction or when students need 1-1 help.

Visitors and parents will be required to make an appointment to come into the school. Visitors and parents will be required to wear a mask when in the school for their scheduled appointment.

The music department is working on a safety plan for choir, performance choirs, orchestra, and band classes. They are still waiting on guidance from the state and national music teachers' organizations.

Interventions and Special Education

Students may be pulled into small group settings for various intervention times. This will be limited to situations where needs cannot be met with push in interventions. Intervention and special ed teachers will document seating charts and keep in case of need for contact tracing.

Orange/Red

Students will be expected to participate in distance learning and/or to complete packet work provided during distance learning days. See the student/parent/teacher expectations document for specific information.

All students who are assigned Chromebooks as their device will have weekly lessons and assignments pushed out to students and families through Google Classroom, Schoology, Moodle, and Buzz.

Teachers will provide guidance to parents and students about how to access the online instruction and assessments.

Families will need to help their child in accessing their distance learning, and are asked to read communications sent out from the school and assist their child in their distance learning to the best of their abilities.

Red

See the Expectations for Online Learning Document for specific guidance.

Teachers will provide students and parents with instruction and assignments every week. Students will be held accountable for the work assigned. Teachers will monitor student participation and completion of work each week, to determine student learning and provide assistance to families if needed to assure students are being active participants in their learning.

Teachers will communicate with parents so that they know which day of the week and what time the weekly lessons and assignments will be disseminated to parents/students.

Teachers will provide scheduled online office hours. Check the online course for specific office hours.

Buildings will have plans for how packet work will be disseminated and returned if in extended closure.

Families will be expected to make arrangements to pick up packets for their child and support their children in completing both packet and online work.