Oconee County Schools Digital Learning for Instructional Continuity

The purpose of the Digital Learning Instructional Continuity Plan is to provide a successful and sustainable learning experience for all students during the school closure. OCS will utilize itslearning, the district's online Learning Management System. For the remainder of the 2019-2020 school year, teaching and learning will be centered on support for students' academic, emotional, and social needs. To honor the contributions of our seniors, their academic year will end on Thursday May 7, 2020. Seniors who need extra time to meet the required graduation requirements will be given until May 14, 2020.

OCS Wifi Locations

Teacher Expectations:

- Once the district has communicated a school closure, teachers will communicate with students and parents on how to access the digital learning materials in itslearning.
- Lessons and due dates should be posted on the planner and linked to the landing page in itslearning by 8 a.m. each morning of a school closure.
- Share how students and parents should contact the teacher on the day(s) of school closure.
- Teachers should provide students with feedback on their work and that may or may not include a grade.
- Students should not be expected to print anything.
- The lesson should be consistent with the current instruction the students receive in the classroom (i.e. - unfamiliar technology resources should not be utilized on a digital learning day).
- Teachers should be accessible and responsive throughout the day.
- The OCS Digital Learning Day Logo should be on the landing page and not deactivated. The content block should be active year-round.
- Quality instruction is expected
    - Lessons should align with current standards addressed in the classes.
    - Instructional lessons should be meaningful (not busy work or emergency substitute plans).
- Communicate directly with your administrator if you are having difficulty posting the assignment or providing feedback so they are aware.

- Utilize the Teacher Checklist for Online Learning for Instructional Continuity on a daily basis.

- Assignment Details
    - Monday-Thursday assignment length should be as follows:
        - K-2: 15-20 minutes per subject
            - Assignment, including Activity plans, will be linked in itslearning and sent as an attachment via email.
        - 3-5: 20-30 minutes per subject
        - 6-8: 30-45 minutes per subject
            - Connections should be 15-20 minutes
        - 9-12: 45 minutes to 1 hour per course (A/B courses follow A/B schedule)
    - Attendance reporting is not required by the teacher; however, the teacher should monitor students' progress on assignments and communicate as needed.

FLEX Fridays

During the remainder of this school closure, students will be assigned academic work Mondays-Thursdays with Fridays being a flexible day. There will not be additional work assigned M-Th to accommodate for FLEX Friday. Here is more information on this flexible day:

Fun - This needs no explanation!
Leisure Learning - Parents and students will have additional opportunities to spend time in nature, go on a virtual field trip, or read...whatever interests you and your child.
Emotional Time and Connections - Each Friday, parents and students will receive a social-emotional activity via email. For example, next Friday, they will be provided with three questions about self-efficacy, goal setting, and perseverance that families can discuss together. There's nothing to report or turn in.
e**X**tra Learning and Support - Fridays can be used for catching up and making additional connections with teachers for any needed support.

Grading:

Distance/digital learning **will not have a negative impact** on student's grades. Students should not be penalized for circumstances over which they had no control.

All assignments through Digital Learning Days should be used to enhance student learning. As such, students should be afforded multiple opportunities to demonstrate mastery. Student grades will only improve and will not be lower than the grades earned by Friday, March 13, 2020.

Continue to grade assignments and provide feedback **as much as feasible**, but also in alignment with the amount of work being assigned daily/weekly.

Per The Georgia DOE, do not issue "zeroes" for any missed assignments during digital learning days. Teachers should place "*M*" in the gradebook for missing assignments.

Extend grace and flexibility to yourself and your students. These are uncertain times that require a different mindset. Teachers should **err on the side of the student** and their historical performance.

Elementary and Middle School Retention - If we did not have retention conversations with students at the mid-year point, now is not the time to begin those conversations.

Final Exams-The Georgia DOE has waived all state testing and has asked school systems to do the same with local assessments. As a result, final exams will not be administered and should not need to be used during distance learning. Instead, opportunities to improve grades should be provided via remediation and enrichment experiences that address specific areas of study (i.e., units, assignments, projects, etc…).

Schools will monitor the academic progress of all seniors to ensure that they remain on track for graduation.

Guidelines:

- Only use digital platforms that you have utilized with your students prior to digital learning days.
- Recommendation: same content/classes can create a common lesson plan and share with one another for the digital learning days. Students who need assistance or need to troubleshoot a problem can go to their school website and find the Digital Conversion Resources site.
- Assignments do not need to be fully online – may include online instructions for offline work.
- Common summative assessments should not be assigned during digital learning days.

Teacher Resources:

- Exemplar Digital Learning Day Course Example
- GADOE Digital Learning Resources
- Just in Time for Teachers: Digital Learning Days - New GA Virtual School Course
- OCS Digital Learning Resources
- OCS K-12 Curriculum and Instruction Page in itslearning
- OCS Technology Support for Instructional Continuity
- OCS Special Education Covid-19 Support

Principal Expectations:

- Immediately communicate with teachers asking them to activate their digital learning plans in itslearning.

- Ensure clear communication and reminders of digital learning expectations on a daily basis to all teachers. Include link to local wifi hotspots in your communication to teachers.
- Ensure that you have access to proper digital platforms from home.
    - PowerSchool
    - itslearning
    - GADOE Portal
    - Blackboard
- Support and monitor all teachers by reviewing lessons, checking on content being delivered during the school closure, and giving feedback as needed.
- Be accessible throughout the day to regularly and systematically support teachers, parents, students, and/or community.
- Support teachers who are having difficulty meeting expectations of digital learning days and communicate that information with the teachers' students and parents.

Instructional Support Expectations (Parapros, Technology Support Technicians):

- Be accessible throughout the day to regularly and systematically support teachers and students.
- Be available to complete tasks as assigned by principals.
- Engage in available online professional learning opportunities as provided by administrators.

Instructional Support Expectations (Media Specialists, Counselors, Instructional Technology Specialists):

- Be accessible throughout the day to regularly and systematically support teachers, parents, students, and/or community.
- Be available to complete tasks as assigned by principals.
- Engage in available online professional learning opportunities as needed and when provided by administrators.
- Work collaboratively in a digital environment with Teaching and Learning Directors.