MIDDLE SCHOOL
GUIDEBOOK FOR REMOTE LEARNING

LISD

Lewisville ISD's remote learning opportunity will allow students to engage in high quality learning experiences, utilize Lewisville ISD's instructional resources, and meaningfully connect with their teachers and other students. All activities will be designed to meet the needs of the student in the online environment through differentiated experiences that are consistent with those of their grade-level peers when attending in-person.

- Remote learning is utilized when students are no longer able to attend their classes in-person due to school closure.
- Teachers will teach remotely from their classrooms or other assigned LISD facilities. At times, depending on protocol, it may be necessary to teach remotely from the teachers' homes.
- Parents will support students as a learning facilitator and ensure they have access to a device, a place to work and are engaged in learning activities daily.
- LISD will ensure open lines of communication between teachers, students, and parents as we work together to ensure each student is academically and socially-emotionally future ready.
- Teachers will utilize the same curriculum as students who attended in-person instruction and will design strategies for learning in the remote environment.

SCHEDULE: A/B

A-Day			B-Day	
8:15 - 9:00	Office Hours		8:15 - 9:00	Office Hours
9:00 - 10:00	1st Period		9:00 - 10:00	2nd Period
10:15 - 11:15	3rd Period		10:15 - 11:15	4th Period
11:15 - Noon	PLC's/Meetings/Team Planning		11:15 - Noon	PLC's/Meetings/Team Planning
Lunch			Lunch	
12:30 - 1:30	5th Period		12:30 - 1:30	6th Period
1:45 - 2:45	7th Period		1:45 - 2:45	8th Period
3:00 - 3:45	Office Hours		3:00 - 3:45	Office Hours

CONTENT
- Teachers will utilize the same curriculum as students who attend face-to-face instruction and will design strategies for learning in the remote environment.
- LISD curriculum will be the standard.
- WebEx will be the delivery method for any virtual instruction and tutorials
- Canvas will be the platform to deliver content

- LISD Content directors will provide guidance, resources and best practices during the planning stages and REMOTE time of the school year.
- Grading will be consistent with the guidelines and practices used in all face-to-face instruction.

PARENT AND STUDENT INFORMATION

While in a remote learning environment, time management is critical to success. Students and teachers must remain in communication regarding daily schedules and assignments. As with any traditional course, there is a risk of receiving a lower grade if a student falls behind. If students are struggling with time management, then the parent or student should contact the teacher for additional assistance.

Attendance for Remote Learning

Students are expected to follow the bell schedule and engage in WebEx meetings with teachers via live synchronous instruction and teacher-assigned learning (including but not limited to Canvas). Students must be logged in and participate each period in order to be counted present. Attendance will be taken every period 10 minutes after the start of class.

Parents and students will receive absence notifications via Skylert after 5:00pm each day.

It is important students understand that Remote Learning attendance is based on being present every day, not solely on the completion of assignments. State law TEC §25.092 and Lewisville ISD Board Policy FEC Local and Legal still require students to attend at least 90% of their classes to receive credit and be promoted. Remote attendance will count in the same manner as on-campus (face-to-face) attendance in satisfying this requirement.

Students should access all learning apps, including Canvas, via the Lewisville ISD Learning Hub, so we have accurate accounting of their logins and duration of engagement on a particular learning app.

Student Expectations

Remote Synchronous Learning is defined as two-way, real-time, live, instruction between teachers and students, through the computer or other electronic devices. Students will participate in the virtual class schedule and must be available for live, synchronous instruction during each school day.

Lewisville ISD student expectations for *Remote* learning:

- Students attend class on time, per their class schedule.
- Students will follow the LISD Dress Code, LISD Student Code of Conduct, and all other campus routines and procedures..
- Students are ready to engage and learn.
- Students should have a designated, distraction-free workspace to engage in learning.
- Students will show their face on the screen to engage with the teacher virtually.
- Students will participate in the class activities, discussions and assignments.
- Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc. Teachers will provide additional information regarding office hours and tutoring sessions.
- Students will participate in a combination of live instruction each day and will be expected to complete additional work outside of class meet times.
- Parents should utilize Skyward to regularly monitor student grades.
- Grading will follow normal campus guidelines as if we were participating in on campus learning.

English as a Second Language Instruction

The needs of our English learners will be met with ESL certified teachers in required areas and with additional support as determined by the LPAC committee. The instructional needs of each student are different and support will be determined based on English language proficiency levels of each student. There will be a focus on language acquisition as well as content progress in order to support the progress for each English learner.

Gifted and Talented Services

Students who have been identified to receive gifted and talented services will continue to receive those services from Campus LEAP teachers in the remote setting. LEAP students will engage with the LEAP curriculum via a combination of synchronous and asynchronous components.

Special Education Support

ARD Committees will determine the unique needs of students who receive special education services and will make service recommendations for students attending the remote program. The nature of special education interventions will likely require a heavier concentration of synchronous supports and services, including but not limited to related services, health plans, accommodations, and modifications to ensure that individual student needs are met. Progress will be carefully monitored and ARD

Committees will convene as needed to make appropriate recommendations to meet individual student needs. This will support meaningful progress for all students based on their individual goals and programming.

In an effort to protect the health and safety of all students and staff within the educational environment, all ARD meetings will proceed via teleconference or other alternative means unless otherwise requested and agreed upon by both the parents and the District. Individualized information for students receiving special education services will be provided as it becomes available through case managers and other appropriate staff members.

Intervention and Enrichment

Intervention, enrichment, and tutorial time will be scheduled regularly for students to best meet their academic needs. During this time, students may engage in assigned group activities, project-based learning activities, small group or individual instruction. Teachers will communicate their plan for the designated time with students.