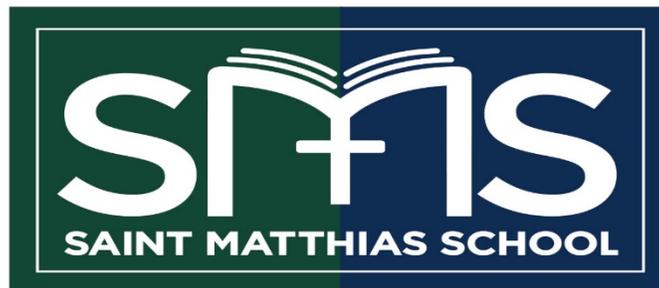


**Saint Matthias School
170 John F Kennedy Boulevard
Somerset, New Jersey 08873**

Virtual Learning Plan 2019-2020



FAITH·CARING·EXCELLENCE

OVERVIEW

What is Virtual Learning?

Virtual learning, also referred to as digital learning or e-learning, is using technology for teaching and learning outside of the traditional classroom setting. It enables learning to take place anytime and anywhere, and does not require the instructor and the student(s) to be together. Virtual learning can be self-directed or guided by a facilitator and can take many different forms. These experiences may include:

- Video lessons and podcasts, self-generated by the teacher or generally available through resources such as Khan Academy, YouTube, and TED Talks
- Assignments utilizing online textbook access
- Discussion boards and other interactive forums
- Other activities available through third-party web applications such as Quizlet and Edpuzzle
- Remote conferencing via video/audio through services such as Google Meet or Zoom.

When will students participate in Virtual Learning Days?

Students will participate in Virtual Learning Days when it is deemed necessary by school administration. For the most part, this will be during extended school closures due to such matters as inclement weather and emergency situations.

How will students and parents be notified if a Virtual Learning Day will be used in the event of an emergency school closing?

The administrative staff of Saint Matthias School will reach out to the parents to notify them of the beginning of virtual Learning through e-blast, letter from the principal posted on the website and Honeywell notification. In some cases, learning materials will be prepared in packs for the students and distributed with a letter of explanation to the students prior to the closure.

How will attendance be taken on Virtual Learning Days?

Attendance will be taken at the commencement of each day by the homeroom teacher. The attendance will be recorded in Powerschool with the designation DL, signifying Distance Learning.

In the event of an absence, a student is still responsible for completing the day's assignments.

What are the expected methods of communication between teachers and students on Virtual Learning Days?

Teachers and students are to follow the school's policy regarding communication which is as follows: *The school-sanctioned email address is the only authorized means of private communication between a student and a teacher.* Teachers and students may communicate in public forums such as discussion boards/blogs and G Suite for Education.

What are the recommended methods of communication between/among students if a collaborative assignment is given?

If a collaborative activity is assigned, students are encouraged to communicate with one another via comments in google classroom or virtual meetings established by the teacher.

What is the value of Virtual Learning Days?

An experience of learning that is more self-directed with flexibility regarding the time and pace of study and assignment completion, will give our students another opportunity to hone their organization and time management skills.

Additionally, tools such as discussion boards for interaction and communication within a group, with individuals at various locations, are being used more frequently in education at all levels. Virtual Learning Days that incorporate this method of communication will also provide students the opportunity to fine tune their expertise to provide meaningful contributions in this type of forum.

THE VIRTUAL LEARNING EXPERIENCE

What will a Virtual Learning Day look like for students?

Combination of Virtual Learning and follow-up assignments will include:

Pre-K through grade 2 – 1 hour

Grades 3 through 8 – 3 hours

Each teacher will post information about their virtual lessons on a designated section of their teacher page on the school website and/or google classroom. Teachers have been asked to provide students with comprehensive instructions for each virtual lesson.

Students are expected to log into their virtual learning each school day. Students are encouraged to pace themselves in assignments that are long range and/or project based learning experiences.

What will assessments/assignments be like on Virtual Learning Days?

Assessments/assignments may take many forms such as electronic tests, quizzes, surveys and polls, essays, Seesaw, Flipgrid, Edpuzzle, and *meaningful contributions* to discussion boards. Each teacher will provide information regarding the grading for each assessment. For example, will the assignment count as classwork, a quiz, or a test. When appropriate, teachers will provide a rubric to accompany a specific assignment.

Teachers will also provide a due date for each assignment. Many assignments will be due on the same day it is assigned. Some assignments will have a special identified due date. *It is the responsibility of each student to meet coursework deadlines as established by the teacher.*

When will Virtual Learning Day assignments be communicated?

When the Virtual Learning Day is predicted prior to the close of a school day, students may return home with materials necessary to complete assignments.

Students can expect to see the Virtual Learning Plan posted daily with a morning message by 9:00 AM each virtual school day.

How often does a student need to log in on Virtual Learning Days?

Students are expected to log in every Virtual Learning Day. This action is necessary for students to connect with his/her teacher each day. Teachers will be communicating with students in many ways, not just sharing assignments. Parents and students in Pre-K through grade 2 will find information on the teacher pages of the school website. Students in grades three through eight will find daily communications in google classroom.

What if a student has questions or needs assistance during a Virtual Learning Day?

If a student has a question regarding a virtual lesson or assignment, the student/parent are able to contact the teacher using the comment section.

Will accommodations be made for students with learning needs and/or an ISP?

In order for teachers to continue their work in helping a student meet their academic goals for the year, teachers will make appropriate modifications to virtual lessons for specific students as needed. The compensatory education and supplemental services will continue through the remote learning period.

TECH SUPPORT

What if a student has a problem with their Chromebook, or technology in general during Virtual Learning Days?

If a student is having a problem with connectivity or availability of technology resources, they will be supported by the SMS Technology Team. Parents and students experiencing challenges with technology are asked to reach out to their homeroom teacher.

What if a student is having difficulty accessing their online textbook(s)?

If a student is having difficulty accessing their online textbook(s), contact the teacher first to verify that he/she is using the proper information regarding website address, username, and password.

WORTHY OF NOTE ---

Do Virtual Learning Days count as school days?

Yes. So long as Virtual Learning Days are conducted in accordance with Diocesan standards, Virtual Learning Days count toward the total number of school days and do not need to be “made up” throughout the year or at the end of the school year.

How does the Student/Parent Handbook apply to Virtual Learning Days?

The Student/Parent Handbook applies to all school days, including Virtual Learning Days. There is one policy exception on a Virtual Learning Day. Students do not need to be in school uniform when working from home or a remote location. Please note that Acceptable Use Policies apply at all times.