Remote Learning Protocol for Students and Parents

In designing our remote learning protocol for our McShan students, our intention is to replace, not replicate the classroom learning experience. We recognize that this is new territory for our students, families, and faculty and we look forward to working in partnership as together we implement this plan.

**Schedule** - The schedule will be determined and communicated by each grade level/teacher. Teachers’ office hours will be from 9am-12pm and 1-4pm.

**Code of Conduct** - Students are expected to adhere to the principles of the DISD Student Code of Conduct in a remote learning environment as they would in a classroom environment. Any suspected violations will be reported to school administration.

**Communication** - Parents should receive regular communication through email, Class Dojo, Shutterfly or Remind messages from teachers and administration. Students will also receive communication via Google Classroom. If parents or students have questions or feedback, please email the teacher, administrator or counselor for support.

**Classroom Guidelines and Behavior Expectations** - Expectations for student behavior in the classroom extend to expectations for remote learning. Teachers will communicate clear expectations for their students on the first day of remote learning. These include, but are not limited to setting guidelines for appropriate locations for working at home, acceptable use of shared learning platforms, and academic honesty.

**Attendance** - Daily attendance in every class is expected during remote learning as it is during on-campus learning. For Elementary Students, teachers will take attendance once in each morning AND once each afternoon. Each teacher will communicate their method of taking attendance (attending a Zoom, texting/calling, taking a picture of student work, etc). In the spirit of flexibility, students must ‘check-in’ with their teacher no later than 3pm if they cannot ‘attend’ at their regularly scheduled class time. Absences for students unable to participate in remote learning must be reported by parents to the teacher and Princess Young PPeters@dallasisd.org.

**Grades** - Students will be required to turn in all assignments by their assigned due date. Teachers will communicate with you and your students how they will take grades (email; phone photo; etc.) If you have any concerns about completing your assignment due to obstacles with technology or the internet, this should be communicated to your teacher. Teachers will take two grades per week.
**Assessments** - The Texas Education Agency has announced the cancellation of all STAAR tests for this year. With that said, assessments are still important for teachers to collect data and inform their instruction. In case of extended campus closure, assessments may be administered via the remote learning environment. Teachers will communicate how these assessments will be delivered.

**Access to Campus** - Access to campus is restricted at this time.

**Online Learning Platforms** - Classes will utilize Google Classroom to communicate expectations and share assignments. Log in daily to Google Classroom. Additionally, teachers may also utilize Google Meet and/or Zoom to check-in with students at designated times. Individual teachers may then direct students through links to other applications that are subject-specific.

**Device Requirements** - We are currently working on creating a system to possibly be able to provide you with technology, such as chrome books. More info will be uploaded on our website dallasisd.org/McShan in the coming days.

**Counseling** - Ms. Harris and Mrs. Martinez will continue to support students during remote learning. Students can reach out to Ms. Harris with social or emotional concerns and needs at MARQHARRIS@dallasisd.org. Students can reach out to Mrs. Martinez with social or emotional concerns and needs at KRMARTINEZ@dallasisd.org.

**SPED & 504** - Mrs. Soto-Morales will be reaching out to families to communicate her plan for providing dyslexia services. ARD and 504 meetings will still occur via Zoom. Mrs. Patterson WIKPATTERSON@dallasisd.org will be available via email to answer any questions regarding SPED. Mrs. Martinez KRMARTINEZ@dallasisd.org., Ms. Harris MARQHARRIS@dallasisd.org and Mr. Saucedo LSaucedo@dallasisd.org will be available via email to answer any questions regarding 504.