

K-8th Grade Virtual Orientation



Student & Family Responsibilities



- Students should complete instructional activities assigned by teachers within the expected timelines.
- Students should participate in daily check-ins, assigned discussions, and other communication mechanisms as expected by the teacher.
- Students should review teacher feedback and complete any follow-up activities as assigned by the teacher to included live virtual tutoring sessions.
- Students and families should proactively notify their teacher or a school administrator with any concerns about progress or additional support needed.
- Families should support students in being successful by establishing routines and habits that support their success in remote learning.
- Families should ensure that students are adhering to the Calcasieu Parish School Board Acceptable Use Policy for appropriate behavior on web enabled devices.



Attendance



Virtual students will comply with the district's attendance policy and are expected to engage and participate in learning at their scheduled live online learning session each school day (K-8th grade).

A student is considered absent when they do not log in for their daily live online learning session. Parents/guardians should email the teacher(s) in advance to communicate a student's absence. If a student is absent without notice, the following actions will be taken:

- Student misses 1 live session – teacher emails parent
- Student misses 2 consecutive live sessions – teacher calls parent
- Student misses 3 or more consecutive live sessions – teacher refers student to program coordinator

Teachers will post and email a weekly agenda to assist families with planning and makeup work in the event of absence(s).



Dress Code



Students are not required to wear a school uniform while participating in the live online learning sessions; however, students must adhere to the Calcasieu Parish School Board Policy for appropriate student dress. Dress reminders:

- Shorts and skirts must be appropriate length, no shorter than 3 inches above the knee.
- Tank tops are not permissible.
- Clothing may not contain profane language or images.
- Clothing may not contain language or images promoting drug or alcohol use.
- Clothing worn is not to be suggestive or indecent.
- Clothing, jewelry, and general appearance are not to be of the type that would cause a disturbance or distract or interfere with the instruction.
- Clothing, jewelry, and general appearance are to be such as not to constitute a health or safety hazard.



Student Behavior



Students will adhere to the same policies, rules, and guidelines set forth in the Calcasieu Parish School Board Code of Conduct Policy. Appropriate behaviors for a virtual classroom include:

- Being respectful toward teachers and other students
- Using appropriate language
- Paying attention to lessons and not distracting other students
- Participating in live online lessons, collaborative assignments, and discussion boards

If video conferencing is in use, it must be done in a location where there is a limited number of distractions, noise, and additional people. No inappropriate content should be the background during video conferencing. Examples of such inappropriate content include, but is not limited to, individuals failing to wear appropriate clothing (including the student themselves), inappropriate signage displays, vulgar or profane noise of any kind, and any type of inappropriate article which would normally be prohibited on school grounds.



Grading



Calcasieu Parish School Board takes pride in providing instructional opportunities that support continuous growth. Teachers provide opportunities for students to demonstrate their learning through evidence-based activities and lessons aligned to high-quality, standards-aligned curriculum. The grading policy is outlined in the District's Pupil Progression Plan.

Teachers set clear and rigorous expectations for student work and communicate how understanding will be measured during virtual learning. Students have multiple opportunities to demonstrate and self-assess their progress towards mastery of standards.

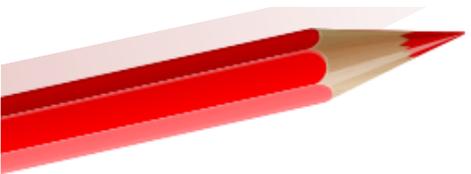
Students and families receive specific feedback from teachers on student work and progress aligned to learning objectives weekly. Students have access to live, small group tutoring sessions each school day from 2:00 – 3:00 pm. Teachers can prescribe specific tutoring sessions for students needing a targeted intervention plan.



Students with Specific Learning Needs



We will work with students and families to ensure appropriate learning opportunities for students with specific learning needs. To the greatest extent possible, accommodations will be provided and/or modifications made consistent with the student's individual education program, individual learning plan, and English learner plan.



Parent/Guardian Expectations



- Parents/guardians are asked to oversee student engagement in live online learning sessions, as appropriate by age and ability level.
- If a child is 10 years old or younger, ensure an adult is present with the child and will assist the child when needed. This includes keeping current with District and classroom email communications and helping the child/children participate in live online learning sessions.
- Parents/guardians are not expected to assume the role of the teacher or teach new content.
- Students are not expected to exceed their required hours of remote learning activities during a given day.
- If a student has been engaged in learning and cannot complete the entirety of the expectations given to them, then it is appropriate for the student (or parent/guardian if more age appropriate) to reach out to the teacher(s) to share this information. Teachers will take this into account when providing instructional feedback



Technology Support



If technology issues arise during remote learning, staff is available to support these needs. We ask that students/parents first reach out to their teacher associated with the class which they are experiencing an issue so that the teacher is aware. Then contact the technology department's help desk hotline or submit a Student Tech Help Ticket and they will work with you to troubleshoot the issue.



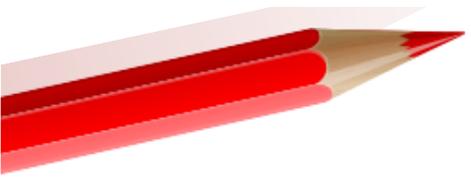
Before Monday



- Review the teacher's email for instructions on how to log in to the student's virtual courses on Blackboard.
 - Practice accessing the teacher's Blackboard course and locate the "Blackboard Collaborate" tab.
 - On Monday, your student will log in for their first live online session using the Blackboard Collaborate tab at the appropriate time for their grade level.
 - * Middle school students will log in for their ELA teacher's live session first. Their live math session will follow. *
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Live Online Lesson Times



	Schedule for Daily Online Lessons <small>* required for K-8th grade</small>
Kindergarten	8:00 – 9:00 am
1 st Grade	9:00 – 10:00 am
2 nd Grade	8:00 – 9:00 am
3 rd Grade	10:00 – 11:00 am
4 th Grade	9:00 – 10:15 am
5 th Grade	10:15: - 11:30 am
6 th Grade	11:00 – 1:00 pm
7 th Grade	11:30 – 1:30 pm
8 th Grade	11:45 – 1:45 pm

