

Richmond Community Schools' Return to Learning Plan

MICHIGAN SAFE START PLAN: MICHIGAN'S 2020-21 RETURN TO SCHOOL ROADMAP

Phase 1-3
No in-person instruction,
remote only

Phase 4
In-person instruction is permitted with
required safety protocols.

Phase 5
Schools open for in-person
instruction with minimal required
safety protocols

Phase 6
Open for in-person instruction

A Typical *Phase 4* and *Phase 5* Day for Virtual Learning Students



Virtual Learning Option and Enrollment Requirements

- Parents or guardians must **COMPLETE THE VIRTUAL LEARNING OPTION INTEREST FORM**, located on the district's website.
- **VIRTUAL LEARNING AGREEMENT MUST BE SIGNED** by **BOTH** parent/guardian and student prior to virtual learning enrollment approved.
- Parents/guardians of students must **COMMIT TO VIRTUAL OR IN-PERSON LEARNING IN 5 WEEK INCREMENTS**.
- Enrollment/registration packet must be completed prior to student participating in virtual learning if you are a new student to the district. *Schools of Choice* enrollment window closes on Friday, September 11, 2020 for 1st Semester.
- **DISTRICT RESOURCES, INCLUDING A LAPTOP, WILL BE PROVIDED** prior to beginning the virtual learning option to all students selecting a virtual option.
- An **EDUCATION DEVELOPMENT PLAN (EDP)** for all K-12 virtual students is required to be on file before beginning virtual/online learning.
- **QUESTIONS REGARDING VIRTUAL LEARNING**, registration and enrollment, contact Pam Dailey, *Community Liaison and Public Relations Secretary*, at (586) 727-3565 ext. 6011.



At Home Online Learning Expectations ...

- Virtual students are expected to be **LOGGED IN AND ON TIME** for all classes and **REMAIN FOR THE ENTIRE CLASS PERIOD**.
- **ATTENDANCE IS EXPECTED AND REQUIRED**. If for any reason the virtual student is absent from a class, a parent/guardian must call in their absence. It is expected that the student will reach out to their teachers to determine what instruction or assignments were missed.
- Sit where the **LAPTOP CAMERA WILL CAPTURE YOU** for the entire class period. Background visuals and noises should be kept to a minimum.
- **REQUIRED TO ADHERE TO THE STUDENT HANDBOOK** and consequences will be enforced for violation of the handbook.
- Grading for virtual students will follow Board Policy and consistent with in-person learning.
- Students should **NOTIFY SCHOOL PERSONNEL OF ANY TECHNICAL ISSUES**.
- **FOLLOW YOUR DAILY CLASS SCHEDULE** and calendar specified by instructor.
- **UTILIZE Schoology AND Microsoft Teams** to access assignments, videos, assessments and submit homework.
- **ENGAGE AND ACTIVELY PARTICIPATE** in classroom discussions and teacher instructions.
- **BE RESPECTFUL AND COURTEOUS TO ALL** teachers and students.
- Understand that **CLASSES MAY BE RECORDED** and microphones may be "live" at all times.



It is everyone's responsibility to protect our Blue Devils!



What to Expect when Learning and Communicating Online with the Classroom Teachers and in-class Students

- Virtual students will **CONNECT TO THE CLASSROOM THROUGH *Microsoft Teams***, which is a link in *Schoology*.
- A **350 DEGREE MOVABLE CAMERA**, mounted on the classroom ceiling, will allow the virtual student to see instruction and participate in discussion in the classroom. The teacher 100% controls the camera and what he/she wants the students to see. The camera will not show in-person students at their desks, unless the teacher moves the camera.
- **VIRTUAL STUDENTS MAY SEE THEIR IN-PERSON CLASSMATES** when presenting in-front of the class or on *Microsoft Teams*, thus allowing virtual students to remain connected to the classroom community.
- In-person students will only see virtual learners when the teacher chooses to display *Microsoft Teams* on the whiteboard/Smartboard, or the in-person students join a *Microsoft Teams* meeting.
- The **VIRTUAL STUDENTS MAY BE PAIRED WITH IN-PERSON STUDENTS** for small group and partner work collaboration, via *Microsoft Teams*.
- **MICROPHONES IN THE CLASSROOM BROADCASTS THE TEACHER'S VOICE** during lessons for in-class and virtual students to hear. Virtual students will use the microphone on their device for the teacher and in-class students to hear.
- Virtual students will **INTERACT WITH THE TEACHER AND STUDENTS IN THE CLASSROOM**, just as if they were physically in the classroom. Classroom procedures for demonstrations, discussions and asking or responding to questions remain the same for virtual or in-person students.
- Teachers will **UPLOAD ASSIGNMENTS, VIDEOS, AND HANDOUTS TO *Schoology*** for virtual students to access and complete.



Social, Emotional, Academic and Extra-Curricular Support

Social and Emotional Support

- Social work services will continue
- Resources will be made available to students, parents, and staff
- Social emotional screenings will be conducted periodically throughout the school year.

For more information, please contact Mrs. Lashbrook, Director of Student Support Services, at (586) 727-3565, ext. 6003.

Special Education, Title I, and At-risk

- Eligible students' services will continue virtually
- IEPs will be reviewed and revised, if needed
- Students may continue to qualify for Title I and at-risk services

For more information, please contact Mrs. Lashbrook, Director of Student Support Services, at (586) 727-3565, ext. 6003.

Athletics and Extra-Curricular Activities

Students enrolled, and receiving credit, in Richmond Community Schools, whether in-person or in the virtual program, are **ELIGIBLE TO PARTICIPATE IN EXTRACURRICULAR ACTIVITIES** such as athletics, school clubs and organizations.

All attendance requirements for participation in extracurricular activities follow student handbook guidelines or advisor requirements.

For more information, please contact Mr. Rinehart at (586) 727-3565, ext. 6004.



Breakfast and Lunch Option

BREAKFAST AND LUNCH MEALS ARE AVAILABLE FOR VIRTUAL STUDENTS at a cost of \$1.75 for breakfast and \$2.75 for lunch, per meal.

Free and reduced costs meals are available for qualifying students.

Each **MEAL PACKAGE WILL HAVE A BREAKFAST AND LUNCH FOR EACH SCHOOL DAY** from Wednesday to Tuesday of the following week.

Weekly **MEALS MUST BE PREORDERED** by noon each Monday for pick-up every Tuesday at **HS DOOR #11** between 1:30-2:30pm.

For more information, please call Kathy Guiney, Director of Food Service, at (586) 727-3565, ext. 3036 (HS Kitchen).

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