

Delphos Saint John's Junior High/High School
515 East Second Street Delphos, Ohio 45833
Phone: (419) 692-5371 / Fax: (419) 879-6874

Adam Lee – Principal

Stephanie Hanneman – Guidance Counselor

Todd Schulte – Athletic Director

Junior High/High School Remote Learning Policy

Introduction

Though Remote Learning is not ideal for the educational and social development of our students, it is necessary at this time, to allow them the opportunity to continue their education and provide an avenue to return to in-person learning. Our Remote Learning will incorporate two styles of learning Synchronous and Asynchronous Learning.

Synchronous learning is the kind of learning that happens in real time. This means that you, your classmates, and your teacher interact in a specific virtual place, through a specific online medium, at a specific time. In other words, it is not exactly anywhere, anyhow, anytime. Methods of synchronous learning include video conferencing, teleconferencing, live chatting, and live-streaming lectures.

Some of the advantages include, classroom engagement, dynamic learning (ask questions and receive immediate responses), and instructional depth. However, there are also disadvantages such as rigid schedule (set schedule) and technical difficulties (no internet).

Asynchronous learning happens on your schedule. While your course of study, teacher, or Google Classroom will provide materials for reading, lectures for viewing, assignments for completing, and exams for evaluation, you have the ability to access and satisfy these requirements within a flexible time frame. Methods of asynchronous online learning include self-guided lesson modules, streaming video content, virtual libraries, posted lecture notes, and exchanges across discussion boards or social media platforms.

Some of the advantages include, flexibility and pacing. However there are also disadvantages such as risk of apathy and isolation.

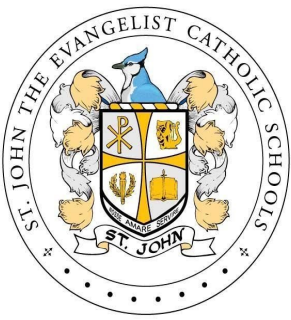
Here at St. John's we will be using a combination of both styles to ensure that all styles of learning are represented for students' success and social well-being.

Remote Policy

Student Responsibilities/Expectations

Students will be expected to complete their work to the best of their ability. This means signing in daily, checking in with their teachers, and completing work. If a student has an issue, they should make every effort to notify the teacher.

- Students will follow your normal school day schedule.
 - High School and Junior High periods will be 25 minutes long and start on the hour and half hours, Monday through Friday. The schedule is below.
- Students will be dressed in uniform clothing, as they are participating in a professional setting, while they are taking part in their Google Meet Classes. This will count as a participation grade each day.
 - Students will wear their uniform shirt, and only Handbook approved sweaters, vests, and pullovers.
- Students must be logged in to each period for the entirety of the class time, participating and actively learning.



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- The afternoon 12:30 PM to 3:00 PM will be reserved for test taking and individual conferencing with a teacher(s). If no tests are scheduled then students should use this time for homework, labs, or other assignments to ensure they keep pace with their course material, as this is still school time.
- Students will have 24 hours to turn in missing assignments once it has been marked as missing in Progress Book, if it is not turned in by the 24 hour deadline it will be counted as a zero.
- Additionally, students will need to make contact with their teacher each week. Students will be encouraged to attend an office hours session with teachers in those courses that they are struggling with content.
- The hours of 8:00 AM to 3:00 PM are school hours and are not to be used for work or other personal items.
- Students attending Vantage are still required to attend their Vantage courses, so long as in-person education is offered. Vantage students will still attend a Remote Learning session of their Religion Course, while St. John's students participate in Remote Learning.

For example, Johnny would begin the week of remote learning by logging into his first period class and then following his assigned schedule throughout the day. During this time he would participate in his lessons (25 minute class periods) and share a virtual classroom experience with the teacher and his classmates. This would occur Monday through Friday. If Johnny would need help and/or like to touch base with a teacher he would use the afternoon each day to schedule these meetings, of no more than 30 minutes with his teacher. Johnny would also use this time to complete homework, labs, and any other assignments that need to be completed to ensure he is keeping pace with his school work.

Student tips for staying on task...

- Check your Gmail/Google Classroom/Progress Book daily.
- Set a daily schedule.
- Get ready for your day like it is a regular school day, including getting dressed.
- Check in with your teachers often, at minimum every other day.
- Select your space at home to use as a classroom. If possible, find a place in your residence that you normally do not use and use that for learning. It is important to limit and avoid distractions, such as TV, from your learning space.
- Make a commitment to being responsible, doing your work, and being a successful student.

Schedule

8:00 - 8:25 AM - 1st Period

8:30 - 8:55 AM - 2nd Period

9:00 - 9:25 AM - 3rd Period

9:30 - 9:55 AM - 4th Period

10:00 - 10:25 AM - 5th Period

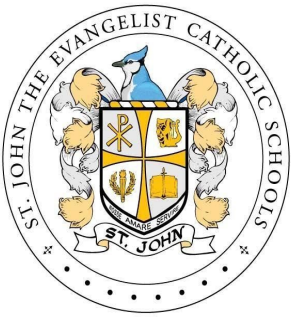
10:30 - 10:55 AM - 6th Period

11:00 - 11:25 AM - 7th Period

11:30 - 11:55 AM - 8th Period

12:00 - 12:30 PM - Lunch/Break

12:30 - 3:00 PM - Assessments, Office Hours (1 on 1) with Teachers, Homework Time



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Teacher Responsibilities/Expectations

The following would be the expectations we have of the teaching staff each week...

- Be prepared to teach your classes for 25 minutes, running the normal daily schedule in the morning from 8:00 AM to 12:00 PM.
- Be available online from 12:30 to 3:00 PM to conference with students who need help, are struggling, or any other spiritual/educational items they need.
- Schedule all assessments/student meetings from 12:30 PM to 3:00 PM.
- Teachers will record Google Meet attendance daily and conduct participation grade checks.
- Keep grades posted and as up to date each week through Progress Book.
- Teachers will record and upload Google Meet sessions for student viewing each week, posted on Google Classroom
- Teachers will schedule individual Google Meet sessions (1 to 1) for identified at risk and IEP students each week. Lack of attendance by students will be recorded.
 - IEP students will have allotted time per their specific documentation in regard to missing assignments and other work.
- Teachers will continuously monitor and keep Progress Book up to date so that parents are notified of missing assignments and can encourage students to complete missing assignments within the 24 hour threshold.

Parent/Guardian Responsibilities/Expectations

Your support is the most important piece to the educational success of your child. Help your child create a daily schedule and a learning space. Your oversight of their progress and commitment to their schoolwork is vital to their success. Please be involved and monitor your child.

The following would be the expectations we have of the parent/guardian each week...

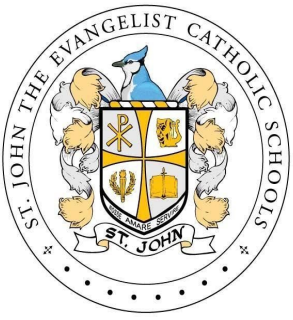
- Parents are encouraged to monitor Gmail/Google Classroom/Progress Book each week.
- Parents should communicate with teachers via email for any questions and concerns.
- St. John's will be sharing training on Google Classroom, Google Meet, and Progress Book monitoring for tips to help parents/guardians.

Grades/Assessments

All work that is assigned during this period of remote learning will be graded and recorded. These records will be used to assign grades to students during this grading period.

The following would be the expectations we have for grading each week...

- Grades will be entered on the deadline indicated on Google Classroom.
- Students will have 24 hours to turn in missing assignments once it has been marked as missing in Progress Book if it is not turned in by the 24 hour deadline it will be counted as a zero.



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Lunch

If a student needs access to the school lunch program, they need to contact Mrs. Hershey or Mrs. Coil in the office and they will make arrangements for lunch to be made available for the students that request it.

Co-Curricular Activities

During Remote Learning, co-curricular activities are still permitted, so long as the coaches/advisors and all student participants, follow all necessary health screening precautions, such as temperature taking, mask wearing, sanitization of self and equipment, Should a coach/advisor or student participant exhibit any symptoms they must inform their coach and not attend any organized events. If a coach/advisor or student participant tests positive, that co-curricular activity will be shut down for a minimum of two weeks, to allow for the proper health and safety precautions to be administered.

We know this Remote Learning Policy is not a one size fits all to each and every student, but in order to ensure the health and well-being of our staff and students, we need to provide an option to continue providing a Catholic Education, while ensuring that safety so we can return to in-person learning.

If you have any questions or concerns feel free to contact me at school either via email at lee@delphosstjohns.org or by phone 419-692-5371. Some questions may not have answers at this time but every attempt will be made to provide direction.

Thank you again for your understanding and support. There is no question that by helping to support one another, we will find success in providing our students with a meaningful Catholic Education.

Go Jays and God Bless,

Mr. Adam Lee
Junior High/High School Principal