

Charles A. Beard schools may see different types of virtual learning, depending on the length and/or nature of a closure. As such, virtual learning days are defined as:

**CAB day-** Teachers record lessons and upload assignments, handouts, instructions to Google Classroom.

**PANTHER day-** Students follow their daily class schedules for each class period. Teachers conduct live instruction. Instruction will be recorded so students can access later. Recorded lessons, assignments, handouts, and instructions will be uploaded to Google Classroom.

## Virtual Learning Schedule/Timeline

In the event C.A. Beard schools are closed for reasons relating to the COVID-19 pandemic, we will follow an alternating schedule. **All schools (KES, KIS, KHS) would start with a CAB day on the first day of virtual learning.** On day 2, KHS will conduct a **PANTHER** day; KIS will conduct another **CAB** day. KIS would conduct its first **PANTHER** day on the third day; KHS and KIS would alternate between **CAB** and **PANTHER** days from that point forward until schools reopen for live instruction. The table below depicts the first 5 days of a school closure.

	DAY 1	DAY 2	DAY 3	DAY 4	DAY 5
KES	CAB	TBD	TBD	TBD	TBD
KIS	CAB	CAB	<b>PANTHER</b>	CAB	<b>PANTHER</b>
KHS	CAB	<b>PANTHER</b>	CAB	<b>PANTHER</b>	CAB

Students are responsible for staying informed about their classes while virtual learning occurs. They should consistently check Google Classroom and their school email accounts for update. Schools will communicate updates with students and families via email, all-calls, and social media; however, students and/or families should consistently look for these updates.

**Note: Should schools close due to weather-related or other non-COVID related reasons, schools will communicate with families via all-calls, social media, and email to provide an immediate update and instructions for virtual learning.**

## Technology

Students/families who do not have a computer at home should complete a request form for a device(s). These forms are available on the district website and school websites. Paper copies will be available but must be turned in to the student's school. We will do our best to accommodate all student needs, including those families who may have multiple students in C. A. Beard schools.

Families who have issues with internet connectivity or who have technology needs beyond the need of a Chromebook device should contact their student's school.

## Student Expectations

Educating students has become more challenging during the COVID-19 pandemic. Teachers work hard to provide quality instruction in a virtual setting. The separation between school and home is difficult to maintain with virtual learning, and students have an even bigger challenge of staying motivated to do their schoolwork while not having the option to go to school physically. **We also recognize the challenges placed on working parents and guardians—some with more than one child—to keep your kids on track toward successful learning experiences.** Ultimately, we continue to be in uncharted waters when it comes to having school during a pandemic.

This means—now more than ever—we need to work together. Since teachers would not permitted to meet with students in person during virtual learning and, therefore, can't push them to succeed as they would in a classroom setting, please consider the **suggestions** below. **Again, these are only suggestions**; however, some or all of them could help recreate a setting more conducive to learning to help them do their best work.

1. Continue to encourage students to wake up when/as they normally would to go to school.
2. Encourage students to get dressed for the day and to avoid wearing pajamas while attending online class sessions.
3. If possible, provide a designated workspace for your student(s). Preferably, this would be in a room separate from their bedroom. It could be the dining room or kitchen table. Having a space that is not in their personal space might help them separate schoolwork from their personal time.
4. As we will follow our typical daily class schedule and taking attendance, encourage students to be logged into, to be on time to, and to be prepared for their virtual class times. Again, we will be taking attendance.
5. Please try to reduce or eliminate any distractions **when possible**. This might include:
  - Having your student stay home while you go to the grocery store or run other errands.
  - Making sure all televisions and/or other electronic devices not designated for school are turned off.
  - Limiting how much time a student has access to his/her cell phone during class sessions.
6. Remind students that when they attend a virtual class, they should have the camera and audio enabled on their device, and they should be visible and engaged.
7. Encourage students to reach out to and talk to their teachers or KHS administration and staff when they have questions or concerns. This would include letting teachers or staff know when there are issues when your student is unable to complete work.
8. Continue to be as informed as possible of your student's progress. Check the parent portal regularly. You may also join your student's Google Classes to receive regular updates via email. Contact your student's teachers with questions.

As stated, we need to continue to work together to ensure students have the best opportunity to succeed. Please know that we are up to the challenge and stand ready to assist you however/whenever we can.