



## Expectations for Virtual Education for 2020-2021 Academic Year

### PROGRAM DESCRIPTION

For 2020-2021 school year, GCS offers a digital learning platform as a nontraditional instructional option for students and families grades K-8 who choose 100% Virtual Education.

| Gateway Christian School Virtual Education 2020-2021   |
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| <i>There is a higher level of accountability and self-motivation needed for online success.</i>  |
| <i>Parents will need to be heavily involved with their child's daily academic plan.</i>  |
| <i>Daily attendance is expected of all core classes in order to meet with success and remain in the online program.</i>  |
| <i>All content will be presented via Microsoft Teams.</i>  |
| <i>Learning Management Systems will be SeeSaw (for grades K-2) and Canvas (for grades 3-8)</i>   |
| <i>Students may choose to switch to in-class learning after the 9-week marking period has ended.</i>   |
| <i>Your child's performance as an online student will be evaluated at the end of the first 9 week marking period. Based on this evaluation, your child may be asked to continue their academic program as an in-class student.</i> |

The curriculum platforms are as follows:

- K-8 MicroSoft Teams
- K-2 SeeSaw Learning Management System (LMS)
- 3-8 Canvas Learning Management System (LMS)
- Grades 6-8 all courses will be taught with a focus on Bible, Math, Literature, Science, History, and Composition.
- Physical Education will be taught to specific classroom only. Virtual Education students will be able to participate in activities that are relevant to at-home learning.
- Title 1 services will continue online through ZOOM.

After committing to the Virtual Education, parents will continue to receive additional communication via the preferred email provided in the Class Placement Form.

## **ELIGIBILITY INFORMATION**

The following eligibility requirements must be met in order to enroll:

- Students must have daily access to a computer, internet service, email, and telephone in order to maintain contact with teachers, staff, and administration. (All GCS students will be issued a school device to use for online learning. Every student will have a \$500 device hold placed on their accounts for the duration of the academic year. This charge will be removed at the end of the school year when the devices are returned in good, working condition.)
- Students enrolled in Virtual Education are required to adhere to all of GCS's policies with regard to attendance, participation, and completion of coursework.
- Students will be required to dress in GCS's full school uniform.
- Students must also participate in any testing required by the Florida Conference of SDA.
- Please note that GCS is not the tech support for devices. Please create a ticket at [flcoe.org/ITSUPPORT](http://flcoe.org/ITSUPPORT).

## **REQUIRED INSTRUCTIONAL HOURS AND WORK COMPLETION**

To meet the state's requirements, families are required to have their student complete all Core classes while in Virtual Education. These include Bible, Math, Literature, Science, History, and Composition.

Attending school on a consistent basis is crucial for student success. The same holds true for consistent student engagement on a virtual learning platform.

Student attendance will be measured and monitored based on the number of student hours logged in the virtual platform, engagement with academic staff, and completed assignments based on the outlined due dates.

A student may be unenrolled for non-school attendance if a student has not logged into the digital platform, not submitted work, and has not responded to multiple contact attempts from school staff after 5 days. To ensure your child's success, it is necessary to be in attendance and engaged in the learning process. This includes participation in live discussions and completion of assignments in a timely manner. Nonperformance in these areas will indicate that the virtual learning environment is not a good fit and, therefore, a recommendation will be made for your child to join the brick and mortar environment.

## **ATTENDANCE REPORTING REQUIREMENT**

Please call the school if an online student will be absent during any class time. Students need to be present to participate in classroom discussion.

## **MAINTAINING GOOD ACADEMIC STANDING in the VIRTUAL EDUCATIONAL PROGRAM**

A student demonstrating adequate participation (and therefore progress) in school is based on several criteria and is a combination of measures. These measures include the student daily logins, course completion, and amount of communication with the teacher. Students are expected to submit assignments in each course every day school is in session or as directed by the teacher.

**VIRTUAL EDUCATION ROLES and EXPECTATIONS**

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|-----------------------|---|
| <p><b>PARENT</b></p>  | <ul style="list-style-type: none"> <li>• Create and support a positive learning environment free from distractions or interruptions</li> <li>• Create and support student with an at-home digital learning schedule.</li> <li>• Assist student in navigating the digital site and advocate for student when questions arise if student is not able.</li> <li>• Ensure student attends all Virtual Education classes on Teams, as well as helping the student to meet due dates for assignments.</li> <li>• Alert school of student absences.</li> <li>• When requested, meet digitally with teacher, program facilitator, and/or principal.</li> <li>• Ensure student is supervised during standardized testing for DIBELS or MAP.</li> <li>• Check email regularly for important updates, including required meetings.</li> <li>• Communicate with teachers privately, not through the opened class time session.</li> </ul> |
| <p><b>STUDENT</b></p> | <ul style="list-style-type: none"> <li>• Follow the at-home digital learning schedule by being on-line and engaged with MicroSoft Teams classes.</li> <li>• Attend all classes</li> <li>• Complete all required assignments.</li> <li>• Navigate the digital site for learning and ask questions when they arise.</li> <li>• Chat with your teacher during their designated hours.</li> <li>• When requested, meet digitally with teacher, program facilitator, and/or principal.</li> <li>• Participate in standardized testing in DIBELS or MAP.</li> <li>• Treat others with respect and courtesy while online.</li> <li>• Show the fruits of the spirit to students and teachers.</li> </ul>  |
| <p><b>TEACHER</b></p> | <ul style="list-style-type: none"> <li>• Support student with the at-home digital learning schedule by providing feedback, grading, and answering questions as well as teaching classes via Teams.</li> <li>• Assist student in navigating the digital site.</li> <li>• Monitor attendance of online students as well as the completion of assignments and report progress to parents and administration.</li> <li>• Schedule and complete all standardized testing as directed by the Florida Conference.</li> <li>• Communicate and meet with online students/families regularly to share progress</li> </ul>   |

\*Touch base with your homeroom teacher for allotted hours

## Gateway Christian School Online Education Student Contract

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Due to the unique quality of the online learning program, certain standards and behaviors are expected of students.

### To be Completed by the Student:

Please read the following contract and initial each line in the space provided. Your initials next to each line communicate that you are in agreement with each requirement detailed.

\_\_\_\_ I will adhere/follow the classroom schedule as provided by my teacher.

\_\_\_\_ I understand that attendance will be taken for each class, and failure to attend will result in an absence. Excessive absences will be interpreted as non-compliance and will be reflected in students grades and/or I may be asked to join the in-class environment instead.

\_\_\_\_ My participation in online education will also be measured by successful completion of assignments and activities, communication with my teacher, participation in classroom discussion, and any other teacher directed activities.

\_\_\_\_ I will adhere to the code of conduct for online students and be on camera, with my face visible unless otherwise directed by my teacher.

\_\_\_\_ I will adhere to the dress code and be in GCS uniform while on camera.

\_\_\_\_ I will use resources provided for online courses for authorized purposes only.

\_\_\_\_ I will use appropriate and respectful language in all communications.

\_\_\_\_ All course work and submissions will be made on the chosen platform of GCS based on grade level (either Canvas or Seesaw).

\_\_\_\_ I will adhere to classroom rules and will not communicate with other students via chat during class time (unless instructed by teacher).

**To be Completed by the Parent:**

Please read the following contract and initial each line in the space provided. Your initials next to each line communicate that you are in agreement with each requirement detail.

\_\_\_\_ As a parent I will create a supportive and positive learning environment, free from distractions and interruptions.

\_\_\_\_ I will stay connected with my child's progress by downloading the Canvas Parent app (for grades 3-8) or See Saw (for grades K-2).

\_\_\_\_ Ensure student attends all Virtual Education classes on Teams, as well as helping the student navigate digital sites. Ensure student is supervised during standardized testing for DIBLES or MAP.

\_\_\_\_ Alert School of student absence and check email regularly.

\_\_\_\_ I understand that online education may not be a good fit for everyone. Therefore, if my child is unable to adhere to the classroom online schedule and parameters, they will need to attend school on campus.

**I have read and understand the online student expectations. My signature below indicates my intention to adhere to all the guidelines of Virtual Learning. I understand that my progress in this program will be evaluated periodically and I can be asked to join the brick & mortar environment if the Virtual Learning proves unsuccessful.**

**Student Signature \_\_\_\_\_ Date \_\_\_\_\_**

**Parent /Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_**

**Parent Email \_\_\_\_\_**