3.21.20

**ONLINE LEARNING STUDENT EXPECTATIONS AND PROCEDURES**

Hello Students and Parents!

Our world has drastically changed since March 13th, when we last were able to see all of your smiling faces. The teachers have been working very hard preparing to embark on a new journey with all of you—online distance learning. In order for us to be able to do this and count it as school days, we have to follow some very strict guidelines set forth by the governor. This includes being visible to instructional staff for the minutes you would be sitting in desks at the school on a routine daily basis. We have all learned the Zoom virtual classroom platform and we will be doing our classwork “live” each and every day. Class this week will be Monday-Thursday, full days (early out was cancelled), with student-led conferences Thursday evening. There may need to be some adjusting along the way as we discover hiccups, but we are going to give this a strong shot this week. Along with this, we need to set some student expectations and guidelines, so that we can guarantee that we are proceeding with strong educational instruction, that we are tracking educational progress, and that we are assessing for new knowledge.

**HIGH SCHOOL EXPECTATIONS:**

1. Starting Monday, all students in grades 6-12 will log into Zoom according to the newly revised HS matrix and will be present in the classroom for the entire time period for it to count. Each class will be a different classroom and all instructors will be sending you their classroom code. Students will move from class-to-class throughout the day, just as if you were in the school building.
2. If you are having trouble getting into Zoom, it is the student’s responsibility to call the school ***immediately*** and we will try to work with you to get you connected.
3. Attendance will be tracked. If you need to be absent for an appointment or if you are sick, we will need to make the time and work up.
4. Assignments and assessments will happen-gradebook will still have 2 grades per week. Lesson plans are posted on the school website. Teachers are utilizing Edmodo for resources, assignments, etc. Most work should be able to be uploaded into Edmodo or emailed to the instructor so that we won’t have to worry about exchanging paper documents.
5. When you are in “school”, you will need to be in a quiet, separate setting from the remainder of the family so learning is not interrupted by TVs, background activity, pets, etc. No pets are allowed on your lap during this time. You are required to be showing your face during the Zoom sessions or we cannot count it as instructional minutes. Your undivided attention needs to be focused on the classroom instructor, the notes and PowerPoints, the assignments and discussions.
6. I have extended the time between classes, so that you are able to leave one classroom, join your next classroom, stretch, get a drink/snack, use the bathroom, etc.
7. Teachers will be available to meet with students individually for questions, aid in understanding, etc. via emailing them and requesting a time during their Q&A slots and prep periods. Students will also be able to ask questions during the class period time, get independent help, and privately “chat” with their instructor.
8. College coursework that counts as dual credit and distance education learning will also be part of the Zoom classroom. ASL will now Zoom with Mr. Weber, Seniors will Zoom with Mrs. Martinson, and the remainder of the distance learning classes will Zoom with the instructors you have always been working with. All distance education tests will be administered by instructors and you must be visible on Zoom beginning on Monday.
9. We are dependent, more than ever, that students will use integrity and honesty with this platform of learning. We ask that you do the work independently, that you refrain from sharing answers, that you use your instruction, textbooks and notetaking to complete your coursework and assignments. We need to see your true grit and determination that you WILL LEARN from home.
10. All students and staff will use their k12 email addresses to communicate. I ask that students/staff check their email frequently, as correspondence, changes, and clarifications may be higher in this first week.
11. In order to get your credits and move towards graduating, I am required to maintain the integrity of the “seat minutes” for all classes. If it is your time to do PE—you will be doing PE in your home, so be prepared for that. If it is your time for music-Mrs. Blekestad will be doing music in some way/shape/form, be ready for that. ☺

Sunny, Mr. Schill and I will be manning the phones and will be trying to help with questions and concerns throughout all of this. If we run into technological problems, we will address them, work through them, and continue moving forward. We ask for everyone’s patience and understanding. This is BRAND NEW to ALL of us. The administration and instructional team are working hard and trying to do our best at putting our students first during this time. We will hopefully find time soon to have Viking meetings—just so we can socially reconnect. President Harpestad and I will also be planning a virtual student council meeting in the near future. Mrs. Henry will be making weekly calls to each of you to check on your social/emotional well-being. I am also available to any one of you if you need to vent, want to visit, etc.—my candy dish is awfully full now ☹ and it is pretty quiet in the office.

I ask that everyone- teachers, parents, students- remain POSITIVE and SUPPORTIVE of our newest initiative. It is not perfect, we know that, but we strongly believe that continuing the education of our children has to happen in some way, shape or form. We can’t lose ground on preparing our youth for the future. We all need to embrace this and put our best foot forward.

The halls are empty, we hear no chatter and laughter, and we are all awfully lonely for our kiddos. I pray this all goes by quickly, that all of our school family remain safe and healthy, and that we can soon be back together again.

Yours in Education-

Mrs. Martinson, Principal

Mr. Schill, Superintendent