

Grade Level   K   Sagamore Hills - Virtual Learning Information 2020-21

Daily Schedule

**The following schedule is for Mondays, Tuesdays, Thursdays, & Fridays:**

7:30-8:30	Breakfast
8:30-8:45	Tech Check, Gather Materials, & Log in
8:45-9:00	Announcements
9:00-9:45	Morning Meeting & Extended Learning Time
9:45-10:30	Reading & Language Arts
10:30-10:40	Tech Check, Gather Materials, & Log in
10:40-11:25	Math
11:25-11:35	Tech Check, Gather Materials, & Log in
11:35-12:20	Science (M & TH), Social Studies (T & F)
12:20-1:05	Lunch
1:05-1:25 OR 1:30-1:50	Specials will rotate. You will receive a schedule from your homeroom teacher.

**\*Kindergarten live sessions will occur the first 10-15 minutes of each class period.**

Syllabus

Provided as a separate document.

Instructional Access to Virtual Learning

Virtual Learning Platforms: VERGE & Google Classroom  
**Google Classroom** will be used for daily communication of learning assignments and teacher/student feedback. **Zoom** will be used for LIVE learning sessions.  
<https://www.dekalbschoolsga.org/virtual-learning-support/>  
 \*Please complete the Media Release Form on the registration link.  
**Asynchronous and Synchronous Learning**

- Asynchronous learning occurs through online instruction without real-time interaction and is self-paced with timelines set.
- Synchronous learning is online or distance learning that happens in real time. Teachers and students are engaged in learning together during live instruction.

Teachers and students are expected to be active participants in asynchronous and synchronous virtual learning. Teachers will provide students with opportunities that foster social engagement (discourse) through written assignments or synchronous sessions. **Whether in an asynchronous or synchronous session, students should experience opportunities to interact with other students and their teacher on a daily basis.** Through both virtual learning settings, students are able to learn technology skills in addition to subject-area knowledge. Additionally, students will learn how to manage their time and be accountable for their assignments.

Online Textbook Links & Passwords  
 Homeroom teachers will provide login instructions for platforms and websites that will be used.

- Grading Protocol
- Kindergarten students will continue to use the Kindergarten report card.
  - Students in grades 1 through 5 will receive grades using an alpha grading scale.
  - Students in grades 1 through 5 will receive a P or F for specials classes (alpha grade for some magnet schools).
  - Students will receive a M for all missing assignments. Missing assignments will calculate to a zero until completed by the communicated predetermined deadline established by the classroom teacher.

DCSD K-12 GRADING PROTOCOL			
Formative & Diagnostic Assessments	Assessment Tasks (Skills & Homework)	Classwork (Guided, Independent, and Group Practice)	Quizzes, Tests & Projects
0%	25%	45%	30%
Examples of Assignments per Grading Category			
DCSD Unit Pre-Assessments DCSD Unit Post Assessments MAP Assessments DCSD Benchmarks	Sponge & Warm Up Exit tickets Quiz Skills Assessment Homework Notebook Checks Journal Prompts Discussions & Oral Presentations	Independent Work Group or Partner Work Performance Assessment Tasks Skills Demonstrations Performance and Exhibitions Demonstrations Portfolio reviews Labs	Quizzes Final Exams Chapter/Unit Assessments Projects and/or Performance Assessments Portfolio Assessments Presentations

- Infinite Campus Parent Portal
- Parent/Guardian must have an Infinite Campus Parent Portal account to verify or update their student(s) information.
  - Parents/guardians who do not already have a portal account should visit <https://www.dekalbschoolsga.org/infinite-campus/> for instructions.
  - Parents/Guardians who have forgotten their portal username or password are able to reset them on the portal login page. <https://campus.dekalb.k12.ga.us/campus/portal/parents/dekalb.jsp>

<p>Chromebook Distribution</p>	<p><b>Digital Dreamers (DD) Device Agreement</b></p> <p>A User Agreement must be submitted prior to a student receiving a Chromebook. Please complete the Digital Dreamers Device User Agreement online or you may request a hard copy. See options below:</p> <ol style="list-style-type: none"> <li>1. Online User Agreement – Use the link below to complete and submit online via Incident IQ. Both student and parent signatures are required. <a href="https://www.dekalbschoolsga.org/digital-dreamers/sign-up/">https://www.dekalbschoolsga.org/digital-dreamers/sign-up/</a></li> <li>2. Hard Copy – Use only if you do not have access to a computer or need a language translation (<i>language translations are available</i>).</li> <li>3. You may request a copy of the User Agreement at the school. Both parent and student signatures are required.</li> </ol>
<p>Attendance</p>	<p><i>From the DCSD: Virtual Re-entry Handbook page 2:</i></p> <p>The monitoring of attendance at the local school will take place by the classroom teacher for every class with the support of paraprofessionals, counselors, teacher librarians, library media assistants, assistant principals, data clerks, registrars, administrative assistants/secretaries, Student Support Specialists, Post-secondary Specialists, nurses, and other support personnel.</p> <p><b>Student Presence</b></p> <ul style="list-style-type: none"> <li>● Attendance will be measured by the full day. Students are expected to participate in each class.</li> <li>● Attendance is defined as evidence of engagement with the assignment.</li> <li>● Attendance can be measured in the following ways (including, but not limited to): <ul style="list-style-type: none"> <li>○ VERGE or Google Classroom check in</li> <li>○ Assignments submitted that were due on that day</li> <li>○ Questions to answer on VERGE or Google Classroom</li> <li>○ Participation in an online discussion</li> <li>○ Class participation during synchronous session</li> <li>○ Login to synchronous session</li> <li>○ Phone call or email with the parent/guardian or related services provider</li> </ul> </li> </ul> <p><b>Student Absence</b></p> <ul style="list-style-type: none"> <li>● Excused Absence – the parent/guardian contacts the teacher to inform that the student is unable to participate in any activities for the day.</li> <li>● Unexcused Absence <ul style="list-style-type: none"> <li>○ The student does not participate in any part of the activities for the day.</li> <li>○ The student has not checked in with the teacher.</li> <li>○ The student’s parent/guardian does not contact the teacher.</li> </ul> </li> </ul>

	<p><b>Parent</b></p> <ul style="list-style-type: none"><li>● Encourage and require the student to participate in all synchronous and asynchronous activities and assignments.</li><li>● Inform the local school designee and teacher of an absence within a 24-hour time period of the absence.</li><li>● Inform the school if something is occurring that is preventing the student from participating in virtual learning.</li></ul>
Virtual Classroom Expectations	<ul style="list-style-type: none"><li>● Login &amp; participate during LIVE Zoom sessions.</li><li>● Follow Zoom rules provided by your homeroom teacher.</li><li>● Complete all assignments posted on Google Classroom.</li></ul>