



Distance Learning & Virtual Classroom Expectations

Vision

The Washington Elementary School District is committed to achieving excellence for every child, every day, every opportunity.

Mission

The mission of the Washington Elementary School District is student achievement, preparing all students to become responsible, successful contributors to our diverse society.

Values

Achievement, respect, integrity and responsibility form the foundation of our strong partnership among students, parents, community, and staff, united by a passion for learning.

We define excellence by the values we hold.



Transition to Distance Learning

The transition to distance learning may be challenging for families. Our goal for distance learning will be to provide as much daily structure and consistency as possible, similar to in-person school days. To help accomplish this goal, as a district we have set forth the following guidelines:

- Each course will have a 'live' (synchronous) component using Google Meet
- Activities will be provided to support 'live' instruction through Google Classroom
- Instruction will be provided in a variety of content areas including reading, math, science, social studies, special areas and intervention support
- Services will be provided for all students groups (special education, ELL, gifted)
- Teachers will offer methods of communication between teachers, student and families during regular school hours using WESD tools
- Teachers will be grading student work and giving feedback.

Attendance

- Just as when school is in session, attendance in our distance learning classrooms is very important. Attendance will be taken in all live sessions with teachers as well as during homeroom classes.
- Confirmation of attendance will also be done through completion of independent school work assignments.
- If your student is ill and cannot attend their live distance learning classes for the day, a parent or guardian must notify the school office to excuse the absence.

Student Expectations

WESD is looking forward to providing a positive and productive learning environment for our students. The guidelines provided below are intended to help parents think about what they can do to help their children find success in a distance learning environment. To ensure a positive and productive learning environment during these sessions, it is important that all students adhere to the following behavioral expectations.

- Students should give their best effort and exhibit their best online class behavior.
 - o Stay on task
 - o Have materials available; be prepared
 - o Use digital tools appropriately (chat, assignment posts, etc.)
 - o Taking screenshots, pictures or recordings of other students is not permitted
 - o Be mindful of additional technology such as cell phones
 - o Respectful and courteous language
 - o Appropriate dress
 - o Only use your own log-in information; log-in credentials should not be shared
 - o Use academic integrity by not plagiarizing or falsifying information
 - o Use only appropriate virtual backgrounds, icons, emojis, and avatars.
- Attend classes regularly, unless reported as absent to the school office. Email teacher when you miss a session.

Effective Routines for Distance Learning

- Establish daily routines for engaging in the learning experiences (e.g. following your daily schedule or establishing an 8:00 a.m. start).
- Identify a comfortable, quiet space in your home where you can work effectively and successfully.
- Regularly monitor online platforms (Google Classroom, email, etc.) to check for announcements and feedback from your teachers.
- Attend class meetings via Google Meet according to your class schedule. Parents must report student absences to the school office.
- Do your best to meet timelines, commitments, and due dates.
- Communicate with your teachers if you cannot meet deadlines or require additional support.

Family Support for Successful Distance Learning

Below are some guidelines for the family to support children during distance learning:

- Establish routines and expectations
- Define the physical space for your child's study
- Monitor communications from your child's teachers
- Begin and end each day with a check-in
- Take an active role in helping your child show responsibility and be accountable for their learning experience.
- Establish times for quiet uninterrupted work and reflection
- Encourage physical activity and/or exercise
- Remain mindful of your child's emotional well being
- Monitor how much time your child is spending online
- Set rules around your child's social media interactions

Privacy Guidelines for Families

To maintain a positive, productive learning environment and assure confidentiality for students and teachers during distance learning, all families are asked to follow the following privacy guidelines.

- Google Meet classes are designed for students. Although family members may assist their child with technology and/or remain nearby, they should not actively participate in classes.
- Do not video record, audio record, photograph, live stream, or transmit in any other way any part of a Google Meet, including posting on any social media platform.
- Any confidential or personally identifiable information related to students participating during Google Meet should not be collected, discussed or shared.
- Family members should not engage with students during Google Meet classes. If you need to speak with your child during a check-in session, first mute your child's microphone.
- If a family member has a question, please email your child's teacher.