

Instructions for Remote Learning

As we move into this period of remote learning, I want to assure you that our faculty is taking every step to help students with this process. Our goal is to make things as easy as possible for our families. We realize that your daily routine has changed drastically, and we do not want to cause undue burden or hardship during this time. We will be very flexible and extend plenty of grace.

We spent several days last week meeting with teachers to prepare them for this possibility. While it is not ideal, I am confident that our teachers can continue a normal routine of teaching in a remote learning environment. The following are guidelines and instructions to help you continue school in a remote learning environment.

- Teachers will have a teacher workday on Monday, March 16 from 9-11
 - Parents can come by the school to pick up any materials that students need
 - Parents can come by the school to get help setting up RenWeb
- Middle school and high school students will need to have access to their student RenWeb account
 - If you need assistance with RenWeb, please email Hayley Burt at hburt@waynechristian.org
- High school students will need their Chromebook
 - If you need assistance with a student's Chromebook, please email Mr. Craig at kcraig@waynechristian.org
- Remote learning will begin on Tuesday, March 17
- If you have internet connection issues, please notify Mr. Miranda as soon as possible via email at lmiranda@waynechristian.org
- School will continue, this is not a break - students will be expected to complete their assignments and turn them in
- The primary method of communication for all teachers will be via email
 - Some teachers utilize parent-communication tools, both parents and teachers are welcome to continue using these communication tools
- Teachers will post detailed instructions and assignments in RenWeb by 8:00 am on Tuesday, March 17
 - After the first week, teachers will post detailed weekly lesson plans and assignments by Monday at 8:00
- Elementary students in kindergarten through second grade have been sent home with packets of work to complete at home
 - Teachers will communicate instructions via RenWeb and email
 - Students should not work ahead or rush to complete all the worksheets at one time
 - Students should only complete the assignments as teachers give instructions and request submissions
- Elementary students in third through fifth grade will work remotely in history, language arts, math, and science
 - Teachers will post detailed lesson plans and assignment instructions in RenWeb

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- Middle school students will work remotely in history, language arts, math, and science
 - Teachers will post detailed lesson plans and assignment instructions in RenWeb
- High school students will work remotely in history, language arts, math, science, and Spanish
 - Teachers will post detailed lesson plans and assignment instructions in RenWeb
 - Teachers may also use Google Classroom to communicate with students
- Teachers will send a daily email with instructions and updates by 9:00 each morning
- Teachers will have remote office hours from 9:00-3:00 for parents and students each day
 - Teachers will be available via email for students and parents to ask questions and communicate
 - Teachers will respond daily to all emails received before 3:00
- Teachers will communicate directly with parents and students on the various methods they will use to share information and keep students engaged
 - For example, elementary teachers may use an app called Seasaw and middle school and high school teachers may use Google Classroom
 - Teachers will provide instructions via RenWeb and email on how to access the appropriate content
 - There will be plenty of flexibility and grace as parents and students navigate the new ways for remote learning
 - If you have difficulty using one method, let teachers know right away so they can provide an alternative method
- Students will have flexibility in turning in their assignments:
 - Parents and students in any grade can submit an assignment via email
 - Assignment files need to be submitted with the student's name, assignment name, and date in the subject line before emailing to the teacher (ex. Luis Miranda Penmanship March 14)
 - Elementary students can take a picture of a completed assignment and email it to their teacher
 - Assignment files need to be submitted with the student's name, assignment name, and date in the subject line before emailing to the teacher (ex. Luis Miranda Penmanship March 14)
 - Middle school and high school students can use Homework Drop-in RenWeb, but they must be logged in as a student
 - High school students can submit an assignment via Google Classroom
- Teachers will provide specific instructions on assignments and due dates, however, middle school and high school students should expect at least two graded assignments per week per class
- Elementary students should not work ahead or complete worksheets just to complete worksheets
 - Teachers will provide specific instructions on assignments and give instructions on when to complete assignments
- There will be no tests during this time. However, quizzes are a valuable assessment tool to gauge how well students understand the material

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- Teachers will utilize quizzes as a way to assess a student's mastery of the material
 - Quizzes will be no longer than 10-15 questions
- The following are resources that parents and students may find helpful:
 - Google Classroom -
https://docs.google.com/presentation/d/1PDVZvie0DnFbFEVFB8U3j89o1mD5BCUXTE6ymbb9y_k/mobilepresent?fbclid=IwAR1FKDEmB4SavOjeNNzJllkNT5cJr8LOdfqv_6FmMF59t6-IVw8ttkYUwKE&slide=id.g4f60ec15fb_1_0
 - Parents can learn more about Google Classroom and how to use it
 - After School Help - <https://afterschoolhelp.com/>
 - Students can utilize After School Help in conjunction with their BJU textbooks
- The following events have been suspended, and we plan to reschedule them for a later date:
 - Elementary Program
 - NHS Induction
 - Beta Club Induction
 - Junior/Senior Banquet
 - K5 Snapshot
 - Elementary Field Day
 - Spring Fling
 - Easter Chapel

I understand that remote learning will not be the same as being in a classroom with a teacher. However, our teachers have been preparing for this and I am confident that the experience will be a positive one. If you have internet issues, please contact me immediately (Imiranda@waynechristian.org). We want to ensure that all students are able to access the internet from home.

Please help me in encouraging your child to remain active and engaged during this time. Learning will still continue. This is not a break, and remote learning will allow us to stay on course and keep us from having to make up days in the summer.

I appreciate your patience and cooperation during this time. We all need to pray that the spread of this virus would end quickly and that things can return to normal.