



RCCA REMOTE LEARNING PLAN

On Monday November 30th - Friday December 7th, ALL PreK-12th students will transition to 100% fully remote instruction.

The Daily Zoom Schedules are attached. Your child's daily schedule will be available on your child's Renweb platform (Lesson Plans and LMS) as communicated by your child's teachers.

Students at all grade levels will follow their daily schedule to continue to receive remote instruction.

Attendance will continue to be taken daily and instruction, class work, and grading will continue.

RCCA will use the RenWeb/FACTS Lesson Plans, Learning Management System (LMS) and Zoom as our base online platforms.

NOTE: RCCA will not use Facebook, Instagram, or any other social media for teaching platforms for education or official communication during the 2020-2021 school year. Teachers will use email as the primary method of teacher and student/parent communication (not FB Messenger, text, etc).

During the school closure period, all students will follow an abbreviated REMOTE ONLINE school schedule with assigned class times (attached).

The Remote Online schedule will begin with the first class of the day at 9:00am (*PreK begins at 8:30am*). Daily student attendance will be kept.

Remote Learning will include synchronous (live) classes, and attendance to the live classes is required. The schedule will also include asynchronous (not live) classes, and students will be responsible to follow the instructions shared for those classes.

RENWEB - Lesson Plans and LMS

PURPOSE:

- RCCA's goal for remote instructional time: Real teaching and learning to occur, with real results. Teachers will provide assignments, issue grades, monitor student progress, and engage with students regularly during remote learning periods.
- LMS and Lesson Plans provide students and families structure during remote instruction for homework assignments, review and supplemental homework help (Teaching Videos, TTOs, PowerPoints, etc).
- LMS and Lesson Plans provide structure and materials our students and families

EXPECTATIONS:

TEACHERS:

- K-12th - Lesson Plans with any documentation (power points, note pages, extra help videos, textbook pages, homework assignments, any other links/information needed).
- 7th-12th - Lesson Plans and LMS with any documentation (power points, note pages, extra help videos, textbook pages, homework assignments, any other links/information needed).
- 7th-12th teachers trained their students during the first week of school how to use the LMS for their class so students can see what is expected and how to navigate the LMS.
- RCCA communicated with parents regarding RenWeb and gave a brief overview of LMS for our classrooms. Helpful links are on page 5.
- Student attendance will be taken during remote learning instruction, and RCCA will maintain our standard grading procedures during remote learning.

STUDENTS/PARENTS:

- Sign into the family portal and help their students set up their student log in to be able to view the LMS.

- All assignments will be expected to be turned in via the specific assignment tab on the LMS or the homework drop on the family portal unless otherwise specified.
- Students will be expected to participate in class discussion boards via the class wall and the topic wall or specific discussion posts with questions or comments related to the class topic as specified by the teacher.
- Students are expected to utilize any online platforms/links provided by the teacher to complete their work (in person or remote).
- The family/student will check their portal, Lesson Plans and LMS.

ZOOM CLASSES

TEACHERS

- Teachers will use their assigned Zoom time (schedules attached) so that families can be prepared.
- This time is for live teaching, circle time/morning meetings, story time, review, going over specific learning pieces, student drop in time for questions and conversation, or other direct teacher-student interaction.
- If recorded, teachers will post the Zoom link in the LMS.
- Teachers will follow protocol for security including using the waiting room and only allowing students into the Zoom class that he/she recognizes as a student in the classroom.
- Teachers will also keep track of student attendance in the Zoom classroom and record this in RenWeb.

PreK-6th

1. Zoom once per school day - student attendance is **mandatory**
2. Teaching/Instructional videos or links to teaching & instructional videos
3. Phone calls to students once/week
4. All Lesson Plans in Renweb

7th-12th

1. M-F classes Zoom at least 3X weekly
2. T/Th classes Zoom at least 1X weekly
3. MWF classes Zoom at least 2X weekly
4. All Lesson Plans and LMS input in Renweb

STUDENTS

- Sign into the Zoom classroom with their full name and use both audio and video and be in a quiet, distraction free environment when possible.
- Use the same courteous behaviors that they would in the in person classroom including sitting upright and being ready to listen and learn, not talking while the teacher or another student is talking, “raising their hand” using the applicable Zoom feature, participating according to the teacher’s directions, give the class their full attention, use the chat feature appropriately, and follow the school wide guidelines below.
- **For younger students, parents may need to help and monitor Zoom times until the student is familiar with Zoom and the features he/she needs.*

SCHOOLWIDE ZOOM CLASS GUIDELINES

ATTENDANCE:

- Zoom class schedule will be ready by start of school.
- Teachers will take attendance for all Zoom classes and grades will reflect attendance.
- Zoom class attendance is **mandatory** for all K-12 students.
- If a student is absent from a Zoom class, they must notify the teacher with a reasonable excuse.

RULES:

- Students must be seated (no lying-in bed; walking around, making breakfast)
- Students need to find a quiet place to sit and participate
- Students are expected to be visible in good lighting and engaged.
- Student camera needs to be on.
- Students must be fully dressed: No pajamas; No tank tops.
- No playing on any other device during class.
- Eating during class is at the teacher’s discretion. If allowed to eat, students must be respectful.
- “Zoom chat feature” is only to be used for teacher promoted class discussions or to communicate with the teacher.
- If a student must leave the Zoom class for any reason, the student needs to send their teacher a message.
- If a student is chronically disruptive during class (needs to be muted often, redirected often, etc), the student may be removed from Zoom class and parents will be notified. Appropriate academic consequences will occur and the school administrator will be notified.
- Students are not allowed to join another class.

- Students may use a digital background but may not change background during the Zoom class. If a teacher deems the background too distracting, students will be asked to turn it off.
- Students must use their real name to sign in and be admitted to class. This is for everyone's safety and protection.

PARENT/STUDENT RENWEB HELP

https://www.nbshubhelp.com/FACTS_SIS/Family_Portal/Get_Started_with_Family_Portal/Video_1Family_Portal_Overview

https://www.nbshubhelp.com/FACTS_SIS/Family_Portal/Get_Started_with_Family_Portal/Video_FACTS_Family_Portal

NOTE: Each student must create a student login to access their teacher's LMS and see the details that are not available via the lesson plan/calendar screens on the family portal.

Student login access

info: [https://www.nbshubhelp.com/FACTS_SIS/Classroom/Distance_and_Virtual_Learning_with_FACTS_LMS/Get_Students_Started_With_LMS#Video:LMS_for_Students_\(4m_45s\)](https://www.nbshubhelp.com/FACTS_SIS/Classroom/Distance_and_Virtual_Learning_with_FACTS_LMS/Get_Students_Started_With_LMS#Video:LMS_for_Students_(4m_45s))

Helpful video: <https://vimeo.com/396021739> using this password: factslms

Isaiah 41:10

So do not fear, for I am with you; do not be dismayed, for I am your God. I will strengthen you and help you; I will uphold you with my righteous right hand.