

**Saint Joseph School Distance Learning Plan**  
**2020-2021 School Year**

St. Joseph School is committed to fully supporting our students and parents during distance learning and delivering the same quality educational experiences that we provide in the classroom. It is our priority to nurture our students' intellectual, social, emotional, and spiritual growth, always guided by our Mission Statement of helping students to become the person God intends.

We welcome ongoing feedback from parents and students as we journey together through the coming year.

Students may need to learn from home for the following reasons:

**Full Distance Learning**

This is the plan we will use if a whole class or the whole school must learn from home due to COVID-19. Scenarios include but are not limited to a class needing to quarantine due to possible exposure, several classes needing to quarantine, and whole school closure due to exposure or community conditions. Teachers will be teaching students who are not in the building.

**Hybrid Learning**

This is the plan that we will use when there are students both at home (either by parental choice or due to quarantining) and in school at the same time. Teachers will be instructing students who are located in AND out of the building.

**Saint Joseph School**  
**Distance Learning**

Our Distance Learning Plan will be implemented as needed on a group, class, or whole-school basis, following the regulations and guidelines set forth by the Rhode Island Department of Health (RIDOH). Upon notification that we must enter into a period of distance learning, this Distance Learning Plan will be activated immediately.

The plan includes grade-level specific guidance to reflect the differing needs and abilities of all our students. It incorporates best practices for distance teaching and learning. The plan will ensure continued academic progress and address the social/emotional health and safety of our students and staff.

## **The Distance Learning School Day** **(Whole Class or Whole School)**

We have created schedules that provide structure, predictability, and flexibility. The daily schedule for when a whole class or the whole school is distance learning will be similar to our daily in school class schedule. Students will have assigned times to meet with their teachers for whole group and/or small group instruction. These daily schedules will be posted. SJS will adhere to best practices as they relate to the amount of “screen time” recommended for students at different grade levels. Teachers and students will use Google Classroom as their primary learning platform.

The Distance Learning school day will include a combination of scheduled synchronous meetings (live classes with a teacher) and asynchronous (independent) work times. This will look different depending on the student’s grade level.

Synchronous classes provide direct instruction, are used to facilitate class discussion and activities, and provide support and guidance to students as they work on their daily assignments. Synchronous classes may include the whole class or smaller groupings, depending on the nature of the lesson and the needs of the students.

Students are expected to attend all scheduled synchronous class meetings and to work independently on their assignments during the asynchronous class times.

While distance learning, the instructional day will begin at 8:15 AM with a synchronous morning meeting with the student’s homeroom teacher. Together, the class will virtually greet each other, pray together, and listen to announcements. This is when attendance will be taken for the day. Elementary teachers will review the schedule and assignments for the day with their students. In addition, all teachers will post their daily work assignments by 8:00 AM in their Google Classrooms.

As the day progresses, students will use the schedule provided by their teachers. Break times, lunch times, and teacher office hours will be incorporated. Students who do not log in at assigned times will be marked absent for that class. Repeated absences from scheduled classes will be handled on a case-by-case basis by the teacher, Dean of Students, and Administration as necessary.

Art, Music, PE, and Tech lessons will be project based for distance learners. This means that students will find an assignment in the itinerant teacher's Google Classroom, and will have the week to complete it. Assignments that are not completed in the time frame assigned will be graded accordingly.

Online class instructional techniques and activities will vary depending on the content area and the grade level of the students.

Exceptional learners will also be meeting with their resource teachers beginning the week of October 5, 2020 for targeted instruction in Math and Reading (Grades K-5).

The Distance Learning instructional day will end at 1:30 PM with a synchronous homeroom meeting for prayer, announcements, and to review assignments and check-in with students. All students are expected to attend. Please note that all schedules are subject to change as necessary.

Teachers will evaluate students' progress in a variety of ways, according to their learning objectives and grade level. Grades will be updated in Jupiter Ed on a regular basis. Web-based applications (IXL, Newsela, EdPuzzle, Mc-Graw Hill Digital, Rosetta Stone) will also be used as instructional and assessment tools. We will provide each student a log of their usernames and passwords for these applications.

Progress Reports and Report Cards will be issued as defined in the Family Handbook.

### **The Hybrid Learning School Day** **(Partial - Individual or Small Group)**

In the event that an individual student or group of students are unable to attend school due to parental choice or quarantine restrictions, but are healthy enough to participate in lessons, they will join their classroom virtually.

It is our goal to implement targeted instruction for hybrid learning students that enables their continued progress and ensures they remain connected to our faith and learning community.

Collaboratively, our administrative and teaching staff will coordinate the delivery of distance learning for these students, act as liaisons for their teachers, and provide daily check-in communications to address any concerns or questions.

Parents will notify the school secretary, Mrs. Dawn Kelly ( [dkelly@sjsww.org](mailto:dkelly@sjsww.org)) of a student's quarantine-based absence from school and whether they are able to fully participate in distance learning for the day. Your child's teachers will be informed of the student's virtual attendance for the school day. Your child will log onto their google classroom where they will find their work for the day.

Students learning from home will log on to Google Meet or Zoom at 8:20 for homeroom, prayer, and announcements. Attendance will be recorded at this time.

Daily class schedules for academic and itinerant subjects will be followed for those students learning from home. Art, Music, PE, and Tech lessons will be project based for hybrid learners. This means that students will find an assignment in the itinerant teacher's Google Classroom, and will have the week to complete it.

A typical elementary school period will include a scheduled lesson where hybrid learners will log in and participate with their peers from home. The camera will be facing the teacher, who will be teaching both groups of students at once. After the presentation portion of the lesson, students will have an assignment to complete and will log off to do so. This pattern will be repeated during the day.

Another model of instruction utilized at the elementary level will be the "station rotation" model. Students will be separated into groups, each working on a specific task. hybrid learners will be one of those groups. Each group will "rotate" their activity for an amount of time (usually 20-30 minutes). One of the rotations will be a small group lesson with the teacher-Hybrid Learners will participate in this rotation virtually.

At the Middle School level, students will follow their normal daily schedule of classes while they are learning from home. During each class period, teachers will be virtually meeting with students at home. They may teach a lesson live to both groups of students at the same time until it's time to complete work independently. If the students are working on a project, teachers will be checking in to see if any assistance is needed. Itinerant subjects: Art, PE, and Tech, will be project based as in the example above. Foreign Language instruction is through Rosetta Stone software, which is self directed. Students will need to log on to the platform and complete work for the time allotted. Their work and progress will be monitored by teachers and administrators.

During times of hybrid learning, teachers will maintain regular contact with students (and/or their parents) through email, phone calls, and/or online meetings. Each teacher will inform students how they prefer to be contacted. Plans and assignments will be adjusted for the anticipated length of the distance learning period. Schedules are subject to change as necessary.

The hybrid learning day will end as it began with homeroom for prayer and announcements at 2:45PM. All hybrid learners are expected to participate.

Teachers will evaluate students' progress in a variety of ways, according to their learning objectives and grade level. Grades will be updated in Jupiter Ed on a regular basis. Web-based applications (IXL, Newsela, EdPuzzle, Mc-Graw Hill Digital, Rosetta Stone among others) will also be used as instructional and assessment tools. We will provide each student a log of their usernames and passwords for these applications.

Progress Reports and Report Cards will be issued as defined in the Family Handbook.

### **Distance Learning Behavior Policy**

Please click on the following link to view the behavioral expectations for all students when hybrid or distance learning.

[Distance Learning Behavioral Expectations](#)

### **Parental Support**

We know what a challenge distance learning can be for both the student and the parent. Please read the attached document about how you can support your Eagle during hybrid or distance learning scenarios.

Thank you for your cooperation and support as we meet the challenges of these new learning situations. As we begin our year together, may our Faith sustain us in times of difficulty and may God bless all of our community with continued good health.

If you have any questions or concerns, please do not hesitate to contact me.  
Mrs. Clark