

GLSD Virtual Learning

Green Lake Middle and High School

2020-2021



Virtual Learning Coordinator



Pattie Priske

priskep@glsd.k12.wi.us

(920)294-6411

Coordinator Hours



Monday through Friday from 7:45 to 3:45

What to Expect During Week 1



- Initial email contact by Mrs. C Moore, principal
 - Technology, textbook, and materials distribution (Tuesday, September 1st)
 - A pick-up time will be scheduled by the VLC. One family at a time may enter the school office for pick-up.
 - Virtual Learning students will begin class on Thursday, September 3rd.
 - Login access to Google Classroom
 - Access will be provided by Ms. Chetto, Media Science
 - Your teachers will be working with students as much as possible; however, Mrs. Priske will also help monitor and coordinate when students fall behind in work or have issues. Ms. Chetto is also available for assistance with technology.
 - Receive recommended schedule
 - Morning Announcements and Check-in
 - Check-in with Classroom Teacher
 - You WILL be required to attend classes during the times that you would normally be here
 - Note that State child labor laws prohibit work during times that minors are required to be in school.
 - IF you have conflicts and cannot check into your class when you normally would, be sure to contact your teacher and/or Mrs. Priske as soon as you know there is a conflict.
-

General Expectations

- Follow Morning Announcements and Check-in procedures.
 - This should be completed by 8:30 a.m and at the beginning of each class unless otherwise indicated by your teacher and will count as attendance for the class.
- Respond to emails within 24 hours, Monday through Friday.
- Check daily posts/assignments in the assigned virtual learning platform.
- Complete assignments and submit on or before the due date.
- Maintain proper behavior and interaction while online, in and out of the classroom.
- Submit assignments to the virtual learning platform by scanning and uploading or taking a photo and uploading. Photos and scans should maintain a quality so that all images are legible.
- Students must be in a common area of the home during any video sessions or video recording. No student should record while in a bedroom or other private space.
- Academic integrity is expected! There are many temptations when students work online, but we expect students to do their own work and to reach out for support if they are having difficulties.
- Students may be required to visit the school for State mandated testing or localized assessments that cannot be delivered via a virtual format.
- Virtual learning may not be recorded by any parent or student. Information shared in a virtual setting may not be discussed or shared by anyone on any platform, including social media. Virtual learning is strictly for the student, teacher, and the Virtual Learning Coordinator.
- The student handbook and student code of conduct is the same for virtual as it is in the school building.
- Students will need to have access to a reliable internet source that will support “live” video instruction.
- Be on time for scheduled Google Meet sessions.
- Reach out to your teachers if you are overwhelmed.
- Be patient with yourselves and your teachers-we are all learning together!

In the Event of School Closure . . .

- Students enrolled in Virtual Learning will continue their virtual learning. There will be no change in their instruction.
-

Sample Daily Schedule

- 8:00 Morning Announcements and Check-in
 - Read your email and check your Google Classrooms to see if you can check in and be ready to learn!
- 8:00 - 8:48 First Hour Class Check-in (unless otherwise indicated by your teacher for that class)
- 8:51 - 9:39 Second Hour Check-in (unless otherwise indicated by your teacher for that class)
- 9:42-10:30 Third Hour Check-in (unless otherwise indicated by your teacher for that class)
- 10:33 - 11:21 Fourth Hour Check-in (unless otherwise indicated by your teacher for that class)
- 11:24 - 12:12 Fifth Hour Check-in (unless otherwise indicated by your teacher for that class)
- 12:15 - 12:42 Lunch
- 12:45 - 1:33 Sixth Hour Check-in (unless otherwise indicated by your teacher for that class)
- 1:36 - 2:24 Seventh Hour Check-in (unless otherwise indicated by your teacher for that class)
- 2:27 - 3:15 Eighth Hour Check-in (unless otherwise indicated by your teacher for that class)

Please NOTE: State child labor laws prohibit work during times that minors are required to be in school

Go to this link for the guidance in its entirety: https://dwd.wisconsin.gov/dwd/publications/erd/pdf/erd_9212_p.pdf

Technology Use

- Students enrolled in virtual learning will be provided with a Chromebook.
 - Parents/guardians are responsible for monitoring what their children access while using the Chromebook or tablet.
 - The Green Lake School District prohibits unethical use of the Internet, email, and other media. Violation of this policy may result in the loss of equipment and privileges, and disciplinary action by the District.
 - Altering the configuration of the equipment is prohibited.
 - Failure to return the device will result in a \$305 replacement charge for Chromebooks and a \$150 replacement charge for tablets. If the device is not returned in good working condition with all included accessories, the replacement cost of \$305/\$150 or the current retail value of the accessories will be charged. The parent/guardian accepts financial responsibility for the loss and/or damage resulting from purposeful action or gross negligence. The school should be notified immediately in the event of damage or if the device is lost or stolen. An official police report must be filed for all thefts. If the theft is the result of inadequate security precautions, a \$305/\$150
-

Important Information

- Students with IEPs will have additional static times added to their schedule.
 - Students in grades 7-12 will use Google Classroom as their Virtual Learning platform.
 - Students will receive their work and assignments using their assigned Virtual Learning platform.
 - Work time will be tracked by the teacher and the VLC.
 - Learning may include synchronous or asynchronous learning, depending on the needs of the individual student.
 - Additional Google Meet times may be scheduled as needed.
 - Student fees must be paid on the day technology is picked up or before.
 - Students and parents will communicate questions and concerns to the VLC.
 - The VLC will make scheduled contacts for assistance, support, and discussion while communicating with the classroom teacher to monitor progress and to ensure standards are being met.
 - Students must maintain a steady pace and meet deadlines set forth by the teacher(s) in order to receive a grade.
 - Students will not simply receive a participation/COVID Exempt grade.
 - All grades will reflect the quality of work completed by the student.
 - Once enrolled, students must continue with virtual learning for at least 1 semester.
 - It is important to establish a good work space at home (separate space, distraction-free, clean & organized, have all the tools/items needed, etc.).
 - As on a typical school day, a parent or guardian should notify the student's VLC and the school office at 920.294.6411 if their child is sick and will not be attending that day.
 - Students and parents need to understand that questions sent to teachers or the VLC may not have an immediate response and may take up to 24 hours for a response. Please be patient and understanding during remote learning.
 - Parents may be required to pick up and return curriculum materials necessary to complete assignments.
 - Replacement fee will be assessed.
-

