

# **Lyle Public School Distance Learning Plan**



Minnesota Governor Tim Walz has determined Lyle Public School, and all Minnesota School Buildings closed to students from March 30<sup>th</sup> through May 4<sup>th</sup>. This means all Lyle Public School students will be taught remotely following this Distance Learning Plan.  
This plan will be subject to change.



## Lyle 7-12 School Distance Learning Plan As of March 27, 2020

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This is the Distance Learning Plan for student in grades 7-12.

- DISTANCE LEARNING:** The MN Department of Education defines distance learning as the following: *“Students engaging in distance learning have access to appropriate educational materials and receive daily interaction with their licensed teacher(s).”* Students are expected to be online each day, interacting with their teacher, and engaging in learning. Classes will be aligned to the MN Standards.
- INSTRUCTION SHEET:** Teachers have created Instructional Sheets for each of their individual classes. Each sheet provides students with information specific to their classes and access codes to apps being used for instruction (Schoology and Google Classroom). Most students should be used to these apps as these were utilized previously.
- OFFICE HOURS for TEACHERS:** The staff posted office hours when they are available for student discussions. Each teacher has listed 4 hours each school day when they are available.
- DAILY LESSONS:** Teachers will provide work for each student to work on daily, including instructional videos, projects, and reading materials. Students will continue to use their iPads or personal electronic devices for their instruction, to communicate and receive content.
- VIDEO CONFERENCING:** Teachers will use the Zoom App to provide direct face to face instruction and interaction with students. Students have this Zoom app on their iPad and are expected to download it on their own personal devices.
- STUDENT ATTENDANCE:** Students will need to log into their grade level class on Schoology each day to respond to the question or topic provided by the High School Principal. This will serve as verification for attendance. A failure to respond will count as a absence. Office staff will follow state guidelines for attendance and will attempt to contact families when absent. .
- STUDENT SUPPORT:** All teachers and our social worker will be available to provide support and assistance for students. Our school social worker will work with students and/or parents to ensure continuity of services are provided.
- TEACHER WORKDAY:** Teachers will be able to work from home or school. They can work from home if they can perform their Distance Learning teaching duties. The teacher workday will vary, but will follow the length of a normal duty day in their contract.
- TEACHER ABSENCE:** If a teacher is unable to be present for class (illness, personal leave, appointment, etc.), they will leave student expectations for the day in Schoology or Google Classroom, much like they would leave for a substitute. Please know they would not be present to answer questions or help students on this day. They would clarify this in the course update..
- STUDENTS WITHOUT INTERNET ACCESS:** Students without internet access at home will get separate academic expectations (packet work, projects, etc.). Families should communicate with the Main Office when issues arise. Teachers and Administration will coordinate an individual plan with each family with this issue.

- ❑ **SPECIAL EDUCATION LEARNERS:** The specific needs of each special education student are outlined in the student's Individual Education Plan (IEP). Teachers will continue to apply the accommodations and modifications required for each student per their IEP. During a district closure, special education teachers will be in contact with students and/or parents to ensure the continuity of service is provided as is appropriate. Students on IEP's will continue to receive support services. SPED case managers will continue to address individual IEP goals.
- ❑ **ENGLISH LANGUAGE LEARNERS:** Our EL teacher will work with classroom teachers to ensure learning activities and assignments are appropriately modified to meet the needs of students. Our EL teacher will work with students and parents to provide academic support as needed. Our EL Paraprofessional will work with students and families to help interpret and support our EL students with classroom activities.
- ❑ **BREAKFAST AND LUNCH:** All students ages 1-18 in our school district have the opportunity to get a FREE breakfast and lunch during distance learning. Those families living in Austin will collect their meals at the variety of sites in Austin (See Austin Public School website for information). Lyle district residents may come to the school front door from 11:30 to 12:30, Monday thru Friday to pick up their meals. Rural students, or those with specific circumstances, should contact the main office for guidance.
- ❑ **DAMAGED IPAD:** If you have a damaged iPad or cracked screen, please contact the school as soon as possible. We have a limited number of iPads on hand and will work with each family when an issue arises.
- ❑ **ADVISORY:** Our Advisors will stay connected to their students and work to arrange weekly meetings in Zoom to connect and offer any needed support.

***We will continue to add to this document as we update and improve our plan!***



## Lyle PreK-6 School Distance Learning Plan

As of March 27, 2020

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This is the Distance Learning Plan for student in grades PreK-6.

- DISTANCE LEARNING:** The MN Department of Education defines distance learning as the following: *“Students engaging in distance learning have access to appropriate educational materials and receive daily interaction with their licensed teacher(s).”* Students are expected to be online each day, interacting with their teacher, and engaging in learning. Classes will be aligned to the MN Standards.
- INSTRUCTION SHEET:** Teachers have created Instructional Sheets for each of their individual classes. Each sheet provides students with information specific to their classes and access codes to apps being used for instruction. Most students should be used to these apps as these were utilized previously.
- OFFICE HOURS for TEACHERS:** The staff posted office hours when they are available for student discussions. Each teacher has listed 4 hours each school day when they are available.
- DAILY LESSONS:** Teachers will provide work for each student to work on daily, including instructional videos, projects, and reading materials. Students will continue to use their iPads or personal electronic devices for their instruction, to communicate and receive content. Various web-based software such as Redbird, MobyMax, IXL, and others that your child is familiar with already will be utilized to supplant instruction and independent work.
- VIDEO CONFERENCING:** Teachers will use the Zoom App to provide direct face to face instruction and interaction with students. Students have this Zoom app on their iPad and are expected to download it on their own personal devices.
- STUDENT ATTENDANCE:** Teachers will be taking daily attendance as they see student activity in the web-based software accounts. This will serve as verification for attendance. A failure to log into or be seen by teacher will count as an absence. Office staff will follow state guidelines for attendance and will attempt to contact families when absent.
- STUDENT SUPPORT:** All teachers and our social worker will be available to provide support and assistance for students. Our school social worker will work with students and/or parents to ensure continuity of services are provided.
- TEACHER WORKDAY:** Teachers will be able to work from home or school. They can work from home if they can perform their Distance Learning teaching duties. The teacher workday will vary but will follow the length of a normal duty day in their contract.
- TEACHER ABSENCE:** If a teacher is unable to be present for class (illness, personal leave, appointment, etc.), they will leave student expectations for the day in Schoology or Google Classroom, much like they would leave for a substitute. Please know they would not be present to answer questions or help students on this day. They would clarify this in the course update.
- STUDENTS WITHOUT INTERNET ACCESS:** Students without internet access at home will get separate academic expectations (packet work, projects, etc.). Families should communicate with the Main Office when issues arise. Teachers and Administration will coordinate an individual plan with each family with this issue.

- ❑ **SPECIAL EDUCATION LEARNERS:** The specific needs of each special education student are outlined in the student's Individual Education Plan (IEP). Teachers will continue to apply the accommodations and modifications required for each student per their IEP. During a district closure, special education teachers will be in contact with students and/or parents to ensure the continuity of service is provided as is appropriate. Students on IEP's will continue to receive support services. SPED case managers will continue to address individual IEP goals.
- ❑ **ENGLISH LANGUAGE LEARNERS:** Our EL teacher will work with classroom teachers to ensure learning activities and assignments are appropriately modified to meet the needs of students. Our EL teacher will work with students and parents to provide academic support as needed. Our EL Paraprofessional will work with students and families to help interpret and support our EL students with classroom activities.
- ❑ **BREAKFAST AND LUNCH:** All students ages 1-18 in our school district have the opportunity to get a FREE breakfast and lunch during distance learning. Those families living in Austin will collect their meals at the variety of sites in Austin (See Austin Public School website for information). Lyle district residents may come to the school front door from 11:30 to 12:30, Monday thru Friday to pick up their meals. Rural students, or those with specific circumstances, should contact the main office for guidance.
- ❑ **DAMAGED IPAD:** If you have a damaged iPad or cracked screen, please contact the school as soon as possible. We have a limited number of iPads on hand and will work with each family when an issue arises.

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