



WOODROW WILSON

A C A D E M Y

Remote Learning Experience 2020-2021

Safety will always be WWA’s first priority for our entire community, including students, parents, staff, and the broader community. We will follow all directives given by Jefferson County Public Schools, Jefferson County Health Department, Colorado Department of Education, and State Directives from the Governor, as they are given.

We have prioritized four areas in which to keep our school community safe:

- ★ Cleaning
- ★ Cohorts
- ★ Commitment
- ★ Choices (remote learning vs. in person learning)

Providing a quality education, including taking care of the whole child, is also our priority. Our decisions have been made with careful consideration for all students and staff as we move forward with this school year. WWA’s mission and vision have not changed, but how we’re going to implement it this year has. Please read through this information carefully to help guide you in your decision making process. This document, along with the In-Person Experience Fact Sheet, will serve as addendums to the Family/Student Handbook for the 2020-2021 school year.

While you may notice some similar features to the school at home experience from the spring of 2020, we have made purposeful and intentional changes, based on parent feedback, to what we are now calling Remote Learning. We have worked hard to make a quality Remote Learning experience; however, please know this is not the same as WWA’s In-Person Learning Experience. Please read below to understand the Remote Learning Program.

If, for any reason, your family feels the best option would be to have your student learn from home this year, we look forward to working with you during your Remote Learning experience.

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Remote Learning Coordinator

- ★ We are excited to announce that **we have hired Jessie Tanguma as our Remote Learning Coordinator** for the upcoming school year. Jessie Tanguma has 13 years as a former teacher and Jeffco Instructional Coach. She holds a Colorado teaching certificate and is also highly qualified in secondary Math, Science, and Language Arts. Mrs. Tanguma has experience working within the remote learning environment and will coordinate all K-8 learning plans, connect with students and parents to do check-ins and small groups, distribute/collect student work, and have gradebook access.
- ★ **Mrs. Tanguma will be the point of contact for you and your student** while you are a Remote Learner. While classroom teachers will provide video instruction, Mrs. Tanguma will be the one you contact with questions, concerns or to troubleshoot any obstacles you may face.

Commitment

- ★ **If you opt to have your student remote learn from home this school year, your commitment is for one trimester at a time.**
- ★ Please note, **if your family opts to change to In-Person learning, students will only be able to return to our campus at one of two re-entry points:**
 - Monday, November 9, 2020
 - Monday, February 22, 2020
- ★ During mid-October, and also the start of February, families will be asked to designate their selection for second or third trimester for either In-Person or Remote Learning.
- ★ **While the teachers at WWA will be providing the curriculum and instructional videos, it will be the responsibility of the family to maintain learning** with the assistance of Mrs. Tanguma and the Remote Learning Plans.

Remote Learning Plans

- ★ **Remote Learning Plans will be emailed to you on Friday mornings** so that your family can use the template to plan for instruction for the week ahead. **Some families may choose to do their 5 days of instruction on their own calendar to accommodate for their schedule throughout the week.** The template will look similar to the template used during Spring Remote Learning.
- ★ **The Remote Learning Plan must be completed by the following Monday by 8am.** Assignments can be submitted on a daily basis, but **all work for the week must be submitted by Monday by 8 am at the latest** to ensure students are ready for the next Learning Plan.
- ★ **The Remote Learning Plan will include curriculum and assignments covering Language Arts, Math, Science, and Social Studies.**
 - **Supplemental online curriculum has been purchased** to make learning even more accessible for our Remote Learners, including Shurley Grammar and Wonders (Reading Curriculum).
- ★ **In addition, the Remote Learning Plan will include optional specials activities,** which will rotate every six weeks:
 - Block 1 (first 6 weeks of school): All 5 specials classes
 - Block 2: PE
 - Block 3: Music
 - Block 4: Art
 - Block 5: Spanish
 - Block 6: Tech
- ★ **Remote Learning instruction will be a week behind the In-Person Learning,** due to the fact that teachers will need time to plan, organize, and adapt work for remote instruction.
 - The first week of school for Remote Learners will consist of getting to know you Zoom calls with Mrs. Tanguma, instructional videos on how to organize and be successful for remote learning, and how to use the Remote Learning Template in addition to some fun back to school activities.
- ★ **Instruction for Remote Learning students will be delivered through recorded instruction.** Teachers will record their daily live instruction in the classroom and use those recordings for the remote learners to receive their instruction the following week. Links to instructional videos will be in the Remote Learning Template.

- ★ **Students will have Zoom meetings with Mrs. Tanguma.** Zoom meetings will provide the opportunity to connect with students.
 - The possibilities in these meetings will include one-on-one help with assignments, small group class meetings with other Remote Learners, staff visits from In-Person instructors, student progress check-ins, etc...
 - The number of Zoom meetings and agenda for the meetings will be determined once we know how many students will enroll in the Remote Learning option.
- ★ **At the end of each trimester, you will have the opportunity to choose to return to school for In-Person instruction. In order to all be on the same lessons when remote learners return to class, Mrs. Tanguma and the new in-person classroom teacher will work together to catch the remote learner up.**
- ★ **One platform will be utilized for uploading and turning in online assignments. Parents will have access to the platform to view upcoming and submitted student assignments.** See [Materials Exchange](#) section below for more information.
- ★ **WWA will be following District guidelines for students with IEPs, 504s, and/or ALPs. We will be working to support families who have students with these plans.**

Family Responsibilities

- ★ **In order for your student to be successful, there are several commitments that your family will need to understand and adhere to.**
- ★ **Parent supervision/Adult interaction will be required for students to be successful in the Remote Learning Environment.** Students will need the support and guidance by an adult in order to manage the responsibility that Remote Learning will require.
- ★ **WWA will work hard to prepare a Remote Learning Plan for your family to use, but it will be up to your family to make sure that it is followed, and completed Monday morning, the following week.** We will provide assistance for creating a schedule to follow but it will be up to the family to complete it.
- ★ **Recorded versions of the lessons for specific content will be taught by an instructor.** You will need to ensure that all videos be watched/completed according to your Remote Learning Plan. Please see the [Remote Learning Plans](#) above for more information.
- ★ **Students will be required to complete assignments along with the video in order for students to stay up to date and not fall behind.**
- ★ **Not every moment of the school day will be recorded, so there may be times that there will be assignments that will need to be completed with no instructional video by staff.** Students may need assistance from an adult to complete tasks, projects, web based activities, or assignments. These assignments will still have directions in the learning plan, but adults will need to support students as they complete these assignments.
- ★ **All students are unique in the way they learn and the amount of time it takes for them to complete an assignment. Therefore, the amount of time you'll spend on the day of learning will flex. If the workload is too much/too little or you are struggling with the schedule, please communicate with Mrs. Tanguma.**

Attendance

- ★ **Student attendance will be required for school days Monday through Friday.** There will be a link at the top of the Remote Learning Plan for students to check in on a daily basis for their attendance to be counted as present for the school day.
- ★ **Families that chose to complete assignments on days other than Monday through Friday will still need to complete the attendance portion of the Remote Learning Plan on Monday, Tuesday, Wednesday, Thursday and Friday by noon.** All other work may be completed according to the schedule that your family creates, as long as the remote learning plan is completed on time.

Communication

- ★ **WWA will strive to communicate with our community as needed throughout the school year via School Messenger, our website, phone calls and/or text messages.** Should there be a change in our school plan, it will be communicated via email.
 - Please ensure your Jeffco Connect account is up to date and accurate. This will be done during registration (information coming the week of July 27), and should be updated as needed throughout the school year.

Mental Health

- ★ **WWA is committed to providing all of our students with mental health supports throughout the school year.** Because of the current world-wide pandemic, students may need support now more than ever. Students in both Remote and In-person learning will continue to have access to the following supports:
 - **Counseling**: Ms. Eve Sandler is WWA's social worker. Ms. Sandler is available to meet with students (via Zoom in the remote learning setting) to discuss issues and concerns students may have as they navigate these trying times. She will also provide opportunities for all of our remote learning students to come together (via Zoom) and discuss topics such as stress, coping mechanisms, and time management.
 - **Safe2Tell**: WWA participates in Colorado's Safe2Tell program. This program gives students a safe, anonymous way to help someone who is struggling or hurting.
 - **Social/Emotional Learning**: All students will receive instruction in our current curriculum that supports the whole child. Curriculum includes Brain Wise, Brain Gym, and Core Virtues.
 - **Dean of Student Life**: Mrs. Natalie Grigsby is available to support children as they make their way through the school day. This includes discipline through Love & Logic and Restorative Justice.

Technology & Technology Support

- ★ **For your remote learning, WWA will provide you with a Chromebook and charger for each student in your family.** Our Remote Learning Coordinator, Mrs. Tanguma, or our IT Specialist, Mr. Empey, will assist you with any technology questions you may have.
- ★ **In order for Remote Learning to be successful, you will need to have Internet access.** Please let the school know if you need assistance in getting set up with Internet access.

Materials Exchange

- ★ **You will have the option to decide how you want to receive your weekly materials and hand in your completed assignments.**
- ★ **Each trimester your family chooses Remote Learning, you will designate your choice to pick up your assignments, books, etc. on a weekly basis at the school OR receive them digitally.**
- ★ If you choose to pick up materials from the school every week, there will be a designated pick up/drop off time and day that you can come to the school to do the exchange, following all safety protocols.
- ★ If you choose to receive materials in a digital format, you will be responsible for printing and uploading assignments for your student. *There may be times periodically that you may need to come pick up books or curriculum that cannot be delivered digitally. If you choose the digital option, this will be minimal. Please communicate with Mrs. Tanguma if this is not possible for your family.*

MAP Testing (Grade K-8)

- ★ As a school, we use MAP (Measure of Academic Progress) to measure what students are learning. This testing will continue in September and December for this school year, including for our students doing remote learning. Mrs. Tanguma will be coordinating with you on how to complete this online assessment using the technology we have provided for you.

At School Activities

- ★ Currently, all after school programs and activities including Athletics for the Fall and Winter 1 seasons have been cancelled. **Should these become available during the school year, students who opt to participate in Remote Learning will not be eligible to participate while they are designated as Remote Learners.** In addition, remote learning families will not have access to Wildcat Care and Extra Cat Care.

Report Cards

- ★ Letter grades will be given to students who participate in Remote Learning. Grades will be based on participation, assignments, and assessments on the Learning Plan.

Code of Conduct

- ★ The District's Student Conduct and Discipline Policies apply during and remote learning. Students enrolling for learning are expected to adhere to all public health guidelines, protocols and procedures established at schools to create a safe and secure learning environment. Student attendance at school will serve as agreement to these terms and conditions. Any violation of terms and agreements in regards to public health will be considered a violation of the Student Conduct Code.

Action Item for Families

[Complete the Form](#) to Designate Your Choice for Learning or Remote Learning, along with your acknowledgement of having reviewed all of the information included on this form, on the WWA In-Person Experience Fact Sheet, and in the email.

If you have any questions, please email restart@wwacademy.org

This form must be completed by midnight on Monday, July 27, 2020.