

2021-2022 Milestones Middle School Distance Learning Plan

Milestones' students will engage in Distance Learning in ELA, Math, Social Studies, and Science.

Daily Distance Learning will include:

- Lesson videos
- Structured support from teachers online or by phone
- Blended learning with i-Ready Reading and Mathematics

<u>Learning Resource</u>	<u>Description</u>
Lesson videos	Lesson videos are directly linked in MS Teams. Many can also be found on YouTube. Search for videos using the video names found in the assignment posts.
Microsoft Teams	Through MS Teams, students will attend live teacher support sessions, complete assignments, access materials, and will submit their work. Students access Teams online using an internet-capable device.
i-Ready	This blended learning resource for independent practice in reading, writing, language and mathematics. Students access iReady online using an internet-capable device.

Milestones Academic Day begins at 8:30 and concludes at 3:00. Online office hours for teachers will be from 3:00-3:30.

Sample Middle School Schedule

Time	Activity
8:45-9:00	Log into teams to mark yourself present for the day, complete any activities in app. Look over daily schedule. Look over any new post on the Teams platform feed. Check all assignments have been turned in and review new grades.
9:00-9:45	Join live meeting with Math teacher, Participate in the live math lesson (approx. 30 minutes). After lesson complete practice problems, possible iReady, math videos, daily spiral review or assessments.
9:50-10:35	Join live meeting with Language Arts teacher. Participate in the live Language Arts lesson (approx. 30 minutes). After lesson complete practice, possible iready, language arts video, grammar practice, daily spiral review, reading, writing assignments or assessments.
10:40-11:25	Join live meeting with Science Teacher. Participate in a live Science lesson (approx. 30 minutes). After lesson complete practice work, possible science videos, PBS lessons, science experiment or assessments.
11:30-12:15	Join live meeting with Social Studies Teacher. Participate in a live Social Studies lesson (approx. 30 minutes). After lesson complete practice work, possible social studies videos, PBS lessons, projects or assessments.
12:15-1:00	Lunch Break

1:00-3:00	Participate in Group Meetings and Individual Meetings, as well as videos, lessons and extension activities in Math, Language Arts, Science and Social Studies. Take 45 minutes of this time to complete a physical activity and a mental well-being activity.
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Expectations for Students & Parents During Distance Learning:

Attendance

1. Online-learning days COUNT towards 180 required days of attendance.
2. Students must log in to MS Teams by 8:45am for Middle School (6-8).
3. Students must participate in all live meetings daily.
4. Students must actively work to complete assignments daily.
5. The school calendar is available on the Milestones website. Please try to schedule appointments outside of school hours.

What to do if your child needs to be absent during Distance Learning:

If your child is unable to attend Distance Learning for the day due to illness or family emergency, parents need to contact the child's teacher first. Teachers will then communicate the absence to the front office.

If your child needs to be tardy or leave early for the day during Distance Learning, and will be inactive online, please communicate with your child's teacher to make a plan.

Student Responsibilities for Distance Learning

1. It is expected that students will complete assignments for ALL classes during this Distance Learning experience.
2. Students will be held accountable for work during this time - content addressed as part of distance-learning is applied to unit competencies and grades.
3. Students should log in each day to view assignments, participate in live sessions, and complete work in a timely fashion. Students must demonstrate participation in order to earn credit. Students are expected to wear school appropriate uniform each day.
4. Students should contact the teacher via Microsoft Teams with questions or concerns regarding assignments. Teachers will remain available via email or Microsoft Teams throughout the school day and will be available online during office hours.
5. Students must adhere to behavior expectations and standards of conduct as described in the Milestones Policies and Procedures.
6. Grading will reflect student participation and skills mastery.

Parent Responsibilities for Distance Learning

- Parents should ensure that your child has a quiet location to participate in live meetings and complete assignments.

- Parents should ensure that your child logs onto MS Teams at the appropriate times daily.
- Parents should check their student's progress regularly.
- Parents should make themselves available for Virtual Parent Conferences as needed.
- Parents should contact the teacher via email with any questions or concerns and be responsive to any teacher's communication.

Important Information:

- Students enrolled in the Distant Learning Program will commit to a semester of Distant Learning. There is only the option to change programs at semester breaks.
- Teachers will be available to students online between the hours of 8:30-3:00 Monday-Friday to deliver lessons and teach students.
- Teachers will be available to parents and/or students during scheduled office hours 3:00-3:30. Office hours are in place for students and parents to receive teacher support.
- Students may contact teachers using Microsoft teams with any questions. Parents may contact teachers by email with any questions. A teacher response may not be immediate but should be expected within 24 hours.
- Students will access their content via Microsoft Teams, iReady, or other learning tools.
- Learning activities will be posted by 8:30 AM Monday–Friday.
- Teachers plan activities and lessons that support Arizona academic standards. The activities and lessons will reinforce existing understanding and introduce new content.
 - If your child does not consistently and actively participate in live sessions and complete the learning activities and assignments (or work proactively with teachers if scheduling adjustments need to be made), their learning and assessment will be affected.
 - Parents should not be placed in the role of teaching, but should be available as needed to support student learning.
 - With time and practice, students should be able to independently carry out most tasks assigned by teachers including access to the material.
 - Students' online activities will be split into segments during the day. Students are not expected to be glued to their devices for the entire academic day. Adequate breaks will be scheduled for wellness checks and physical activity.
 - Students should expect to take more time than the scheduled school day to complete assignments (this would typically be considered homework).

Monitoring Student Progress

- Quarterly progress reports will be sent to parents electronically.
- Parents should monitor all student assignments and assessments on learning platforms, including tests and quizzes.
- It is recommended that parents log in to MS Teams, iReady student accounts at least once per day with your student to check daily progress and activity.

Milestones teachers will continue to offer a rigorous program of learning and assessment by:

- Providing a high level of detail for all learning experiences.

- Specifying formative and summative assessments submission procedures (e.g., practice only, no submission, submission to Microsoft Teams, iReady lesson, graded assignment, or graded assessment).
- Continue to assess via projects, quizzes and tests (projects, quizzes and tests will be posted at a specific time with the expectation to complete within a certain time period). Where possible we encourage and will offer online group conversations (e.g. Teams).

Help:

Here is a helpful video for Microsoft Teams to assist you.

<https://www.youtube.com/watch?v=SemjM2fHV2Q>

Here is a helpful video for iReady to assist you.

<https://www.youtube.com/watch?v=ujpLfcD-2zs>

Please have your child show you that they can access their Teams Classroom, and iReady account, and contact your child's teacher if they need assistance!