

Teacher Expectations



- All teachers are expected to use Schoology as their sole classroom Learning Management System (LMS).
- Teacher should post Teams class invitations in Schoology and the Teams app.
- All teachers are expected to have assignments, materials, and resources on Schoology posted at least three days in advance of the current day.
- Teachers are expected to submit at least one grade per week on Schoology.
 - Be sure to reinforce to students that the grades they earn during remote learning will count toward their permanent academic records.
 - Because of students' access to connectivity, teachers will have to remain flexible with due dates.
- Teachers must work with their co-teachers or their special education students' monitoring teachers to make sure their needs are being met on an individual basis per their IEPs.

Student Expectations



- Microsoft Teams should be the only conferencing platform used between staff and students for school-related meetings.
- Teachers will host daily Teams sessions with each of their classes. These sessions should be at least 20 minutes in length.
- Schools administrators will disseminate a schedule for teachers to conduct Teams meetings with their students.

Communication



- Teachers should respond to student and parent/guardian emails and Schoology messages within 24 hours.
- Schools will develop weekly direct student contact plans.
- Referrals regarding students' specific needs (food, internet, etc.) should be made to building administrators, student support workers, social workers, or counselors.