

Remote Learning Protocols

A. TEACHING AND LEARNING-CONTINUITY OF LEARNING-SCHEDULES

In order to maintain the continuity of learning for our students WCSD has created the following remote learning schedules.

The remote learning model will provide learning opportunities for students at their homes or an offsite location of their choice. Teachers will use virtual, electronics, textbooks, novels and other teacher-created resources to instruct students. Students will not attend campus for in person instruction. It is important to note that this model will also be implemented in the event of a COVID-19 school closure of any kind when utilizing either of the hybrid or full in person scenarios.

In remote learning the teachers will provide synchronous and asynchronous learning through Google Meet and Google Classroom. Students who do not have internet access will be provided teacher created resources. These materials will be distributed by the WCSD. Learning, communication, and assessment will be conducted telephonically. In either internet delivered instruction or teacher provided resources, lessons will be aligned to the New York State Learning Standards. Students' completed work whether on-line or via teacher created resources will be assessed to determine a student's mastery of the learning standards.

Elementary Remote Schedule

Grade Level	Time
PreK	<ul style="list-style-type: none">Teachers will communicate individually on a daily basis with all students that do not have access to devices for Google MeetTeachers will hold daily virtual morning meetings via Google Meet from 8:00-8:30 a.m. for attendance and check-ins regarding paper packet work <p>*Students will be required to check-in for attendance purposes and complete paper packets.</p>
Kindergarten	
1st Grade	
2nd Grade	<ul style="list-style-type: none">Teachers will host daily whole class morning meetings via Google Meet from 8:30-9:00 am to complete attendance and explain Google Classroom assignments for the dayStudents will work independently on class assignments (9:00-11:00)Teachers will be available via Google Meet for open Office Hour from 11:00-12:00 for any students needing help with assignmentsTeachers will have a 2nd whole group Google Meet each day for math and ELA lessons from 1:00-2:00 (synchronous learning) <p>*Students will be required to check-in for attendance purposes and complete daily Google Classroom assignments.</p>
3rd Grade	
4th Grade	

5th Grade	<ul style="list-style-type: none"> Teachers will host daily whole class morning meetings via Google Meet from 9:00-9:30 am to complete attendance and explain Google Classroom assignments for the day Students will work independently on class assignments (9:30-11:30) Teachers will be available via Google Meet for open Office Hour from 10:00-11:00 for any students needing help with assignments
6th Grade	<ul style="list-style-type: none"> Teachers will have a 2nd whole group Google Meet each day for math and ELA lessons from 11:30-12:30 (synchronous learning) <p>*Students will be required to check-in for attendance purposes and complete daily Google Classroom assignments.</p>

Secondary Remote Schedule

- Students will have a Google Meet for each of their classes at their current scheduled time during 7:55 a.m. to 2:58 p.m., unless otherwise stated by an individual teacher. (Some teachers may have students use emergency work packets due to connectivity issues.)
- Teachers will take attendance for each class period.
- Students will NOT have Google Meets for lunch or study hall.
- BOCES students will still have in-person instruction and transportation will be provided.

B. ATTENDANCE and CHRONIC ABSENTEEISM

Attendance will be collected in a remote schedule in order to report daily teacher student engagement.

- Students in PreK-6 have daily check-ins with teachers.
- Students 7-12 will have daily check-ins with teachers each period.
- Teachers will record attendance daily in SchoolTool.

Students chronically absent

- Teachers will call and email students and parents to inform them of chronic absenteeism.
- If after 3 attempts or student absences do not improve, school administration and counselor will be notified.
- Written notification will be sent via the US Postal Service.
- Administration and/or school counselors will schedule a parent meeting.

C. TECHNOLOGY and CONNECTIVITY

Internet and Devices

- The WCSD conducted surveys of students, families and teachers to determine internet and device capabilities.
- Teachers and students in grades 2-12 have been provided devices such as Chromebooks to conduct remote learning.
- The district is purchasing cellular ‘mifi’ devices to assist teachers and families who do not have internet capabilities.
- The WiFi on the school campus will remain open so that students can access the internet from the school parking lot.
- During remote learning teachers will conduct classes from the school and access the school's high speed internet.

D. SOCIAL EMOTIONAL

The WCSD maintains a counseling plan that frequently monitors to address current and anticipated needs of students. The plan is developed and maintained by a team consisting of counselors, the student support service coordinator, a staff development consultant, teachers, administrators, board members and parents.

- Faculty and school counselors have and will continue to provide digital resources, teacher/counselor created materials via US mail or WCSD delivery.
- Counselors will maintain contact with students in person when/if students are in school and via google meet, telephone, email, and US mail.
- The WCSD will continue to utilize a referral process to address mental health, behavioral, and emotional support services and programs.
- System of Care counselors will also assist students and families with community level resources.
- Teachers and staff will receive professional development opportunities through Public SchoolWorks and faculty meetings on how to talk with and support students during and after the ongoing COVID-19 public health emergency.
- The district will provide support for developing coping and resilience skills for students, faculty, and staff.

E. ATHLETICS/EXTRACURRICULARS

- As interscholastic sports and extracurricular activities are an important aspect of student life and the school community, it is our priority to maintain as many offerings as we can.
- Extracurricular activities may be conducted virtually if necessary.
- WCSD will follow current state and local DoH guidance when determining Athletic protocols. Each season information will be provided to players and spectators that reflect the most recent guidance and instructions.

F. SPECIAL PROGRAMS

Special Education services provided in person, remote, and/or through a hybrid model, will address the provision of free appropriate public education (FAPE) consistent with the need to protect the health and safety of students with disabilities and those providing special education and services.

- Students in self-contained, special education programs (K-12) may, at times, be onsite during remote learning.
- Students receiving special services (Special Education, Speech, Physical Therapy, Occupational Therapy, etc.) will continue to receive those services either in person or remotely.
- Special Education Teachers will plan with regular education teachers to create learning activities tailored to meet the needs of individual students IEP and 504 plans to the extent possible.
- Special Education Teachers, in remote or hybrid situations, will remain in communication with their students and families via email, phone and Google Meet. Translation services will be provided as necessary.
- Each student will be provided access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to the extent possible to meet the needs of individual IEP and 504 plans.
- CPSE and CSE meetings will continue virtually via Google Meet or conference call.
- CPSE and CSE committees will continue to meet to monitor student progress and determine the needs and recommendations of students ensuring the understanding of the provisions of services consistent with a student's Individual Education Plan (IEP).
- Related service providers (AIS, OT, PT, SLP, etc.) will continue to provide services to students either in person or remote.

Vulnerable Populations/Accommodations

We recognize that some students, faculty, and staff members are at an increased risk for severe COVID-19 illness, or live with a person who is at an increased risk. It is our goal that these individuals are able to safely participate in educational activities. For students requesting accommodations, please contact your child's principal, Mrs. Sill grades PreK-6 or Mrs. Leonard grades 7-12 at (607) 397-8785. For staff members, please contact the Superintendent.

G. BILINGUAL EDUCATION and WORLD LANGUAGES

Students who qualifies while the school is in person or hybrid will complete the ELL identification process within the required 10 school days of initial enrollment as required by Commissioner's Regulations Part 154.

- The District will provide instructional Units of Study to all newly identified ELLs based on their most recently measured English language proficiency level during in-person or hybrid instruction.
- The WCSD will maintain regular communication with parents/guardians of ELLs to ensure that they are engaged in their children's education.
- The WCSD will provide all communications for parents/guardians of ELLs in their preferred language and mode of communication.