

Bishop Dunne Extended Online Guidelines

Attendance

Attendance will be taken each day at 10:00 a.m. by checking the login date/time stamp for students in PlusPortals. Parents of students that have not logged in will be contacted by the school to check in. If students are home sick or do not have access to the internet, please e-mail Ms. Owens at aowens@bdcs.org or use the attendance form on Care Monkey.

Schedules

The academic school day will go on as usual from 8:00 a.m. – 3:00 p.m. Students should log in to PlusPortals first to check on each class at the typically scheduled time. Teachers will post the agenda for the class day there with instructions.

- *Monday*: Purple Day schedule, all lunch and study hall breaks will be from 11:45 a.m. – 12:50 p.m.
- *Tuesday / Thursday*: Regular Red Day schedule, all lunch breaks from 11:30 – 12:05 p.m.
- *Wednesday / Friday*: Regular Blue Day schedule, all lunch breaks from 11:30 – 12:05 p.m.

Please understand that although we are online faculty and staff will not be available 24/7. Admin and Staff will be available during regular school hours 7:30 a.m. – 4:30 p.m. and teachers will be available from 7:45 a.m. – 3:45 p.m. We will do our best to respond to e-mails within reason, but will avoid communication between the hours of 9:00 p.m. and 7:00 a.m.

Instruction

Class activities will be conducted through a variety of online educational tools including, but not limited to: PlusPortals (eLocker, Discussion, Quizzes), Microsoft Teams and One Note for lessons and video conferences with teachers, Flipgrid, class eBooks, and other similar tools. The past couple of weeks teachers have been working with their classes to make sure that students have access and know passwords for Office 365, eBooks, and all other online learning tools. Classes have also practiced using any new tools such as online video conferencing and discussion boards, so they are ready in the event we are asked to go online.

Teachers will be online for students during their regularly scheduled class time. They will be hosting live discussions via the Discussion boards in Plus Portals, and live video conferences via Teams as needed. These discussions and video conferences will be recorded should anyone be out sick and unable to participate in the live activities. Teachers will also be available via e-mail to support students.

Assignments and Assessments

Teachers will post assignments and assessments (quizzes, tests, projects, essays) online just as they would in a face to face classroom situation. Teachers will use tools built into PlusPortals, within eBooks,

and other online resources to facilitate these activities. Grades will be posted for these activities to PlusPortals in a timely manner.

Internet Access

If you have limited internet access and are on a fixed income, your family may qualify for reduced price / free internet service from Comcast. Visit <https://www.internetessentials.com/> for additional information.

The City of Dallas Library system has WiFi hotspots available for checkout at designated branches. [Click here](#) for details on how to check one out.

Internet Safety Reminders

Below is a reminder of our computer and internet responsible use guidelines. Please know that our school uses the education edition of online tools such as Office 365, Discovery Education, Flipgrid, PlusPortals, various eBooks and the like. All these sites are COPPA compliant (Child Online Privacy and Protection Act).

While on campus our school network is protected behind a firewall and internet filter. We do not have the ability to filter outside of our campus. Please be sure that your family is being safe online. A great resource for families is the Connect Safely website. Please visit www.connectsafely.org for resources and tools to assist you while your child is online.

Computer and Internet Responsible Use Guidelines

RATIONALE

Our students use technology to learn. Technology is essential to facilitate creative problem solving, information fluency, and collaboration that we see in today's democratic societies. While we want our students to be active contributors in our connected world, we also want them to be safe, legal, and responsible. This responsible use policy (RUP) supports our vision of technology use and upholds in our students a strong sense of digital citizenship

HOW WE USE TECHNOLOGY

The integrated information technology program at Bishop Dunne develops in our students the literacy and spatial skills they need to contribute in a connected world. We use technology to facilitate creativity and innovation. We use technology to support communication and collaboration. We use technology to extend research and information fluency, to collect and analyze data, and to solve problems. We develop in our students a sound understanding of technology operations and concepts. We believe technology can be transformative and we encourage students to use technology to do what they could not otherwise do. We aim to create a safe online environment for everyone with filtering software on campus.

BEING A DIGITAL CITIZEN

We use information and technology in safe, legal, and responsible ways. We embrace the following conditions or facets of being a digital citizen.

- **Respect Yourself:** Students will select online names that are appropriate and give careful consideration to the information and images posted online.
- **Protect Yourself:** Students will not publish personal details, contact details, or a schedule of activities.
- **Respect Others:** Students will not use technologies to bully, harm, or tease other people.
- **Protect Others:** Students will protect others by reporting abuse and not forwarding inappropriate materials or communications.
- **Respect Intellectual Property:** Students will suitably cite any and all use of websites, books, media, etc.
- **Protect Intellectual Property:** Students will request to use the software and media others produce.

Detailed Bell Schedules

PURPLE DAY SCHEDULE MONDAY	
8:00 - 8:40	BLOCK A
8:45 - 9:25	BLOCK B
9:30 - 10:10	BLOCK C
10:15 - 10:55	BLOCK D
11:00 - 11:40	BLOCK E
11:45 - 12:50	Lunch & Study Break
12:50 - 1:30	BLOCK F
1:35 - 2:15	BLOCK G
2:20 - 3:00	BLOCK H

REGULAR BELL SCHEDULE		
	RED DAY (Tues/Thurs)	BLUE DAY (Mon/Fri)
8:00 - 9:30	BLOCK A	BLOCK E
9:35 - 9:55	ACTIVITY PERIOD	ACTIVITY PERIOD
10:00 - 11:30	BLOCK B	BLOCK F
11:30 - 12:00	Lunch	Lunch
12:05 - 1:25	BLOCK C	BLOCK G
1:30 - 3:00	BLOCK D	BLOCK H