



Continuity of Education Plan: Frequently Asked Questions

How will attendance be taken?

Attendance will be taken on a daily basis via a Google Form. The form will be emailed directly to students every school day by 8:00AM. Students must complete the form by 12:00PM. Students who do not complete the form by 12:00PM will be marked absent. Families of absent students will receive a call from the school by 5:00PM on the day their student was absent. If a student's absence persists, additional measures will be taken in line with our Code of Conduct.

What if my child gets sick?

If your child is sick, please report the absence by contacting our Director of Enrollment, Janet Ortiz-Cosby, at jcosby@boyslatin.org. Please know that if your child gets sick, our teachers will provide maximum flexibility to students and families during this difficult time. We are ready to support you.

How can my student get help with coursework?

All teachers will host virtual office hours daily via online video chat, email, live Google Document support, or a phone call. Students may also contact their teachers outside of office hours for help.

What if I have a question about a lesson/activity and/or need to talk to my child's teacher?

Teachers will hold virtual office hours each day via video chat, phone calls, or email. Office hours are posted on the [COVID-19 Plan](#) section of our website. Families are also encouraged to contact teachers any time during the school closure via email. Administrators and support staff are also available to address questions/concerns.

How will work be delivered to students?

Teachers will deliver instruction using [Google Classroom](#). Families are required to sign up for Google Classroom summary reports to receive information about coursework in specific classes. Teachers will send parents the information on how to sign up for the Google Classroom reports.

How will time be structured?

Lessons for each subject area, including electives, will be provided. On Mondays and Wednesdays, Math, Science, and Latin classes will post work to be due on Tuesday and Thursday, respectively. On Tuesdays and Thursdays, English, History, and Elective classes will post work to be due on Wednesday and Friday, respectively. Teachers will post two assignments per class per week to [Google Classroom](#) and at least two grades per week to [PowerSchool](#).

Will my student need to report to classes at a specific time?

Virtual extracurricular activities will require students to report to class at a specific time. In most cases, daily learning activities can be completed at a student's pace and at any time of the day – especially given the demand on technology and bandwidth in families' respective homes. However, some teachers may present "live" virtual lessons for the benefit of students. In such cases, students are encouraged to participate during that live session. If they cannot, teachers will seek to accommodate by recording sessions for viewing at a later time and date.

Will my student be graded?

Yes. Teachers will grade work students submit during the school closure. Teachers will provide ongoing feedback to students throughout the learning process. Grades will be available through [PowerSchool](#).