



# Mount St. Mary Catholic High School

## Virtual School Guidelines

2020-2021

### **Program Purpose**

Mount St. Mary's is committed to serving students in our school community. In the midst of this global pandemic, multiple families have communicated that they do not feel safe having their children attend in-person instruction for a variety of personal reasons. These students are members of our Rocket family and we believe in offering a solution that provides them with a solid educational experience while allowing families to determine the safest way to proceed for their children. In providing families with a temporary choice for virtual learning, we hope to expand our ability to serve Mount St. Mary's students and keep all of our students on track for a successful future. Through careful planning and consistent communication, together we will all grow from this, and The Mount will be stronger. If we stay true to our mission of Mercy, Service, and Excellence, God will continue to provide comfort and will guide us to see the solutions He is providing. These times have demonstrated for me how together we are Leading, Serving, and Living Mercy.

### **Tuition**

Tuition rates will be the same whether students are attending classes in person or online. Our goal is to reintegrate students attending virtually into in person instruction as soon as families feel it is safe to return to the building.

### **Commitment**

Students will opt into the program on a monthly basis. Families will confirm whether they will continue with online learning or return for in-person instruction the last week of every month. For those students returning to the building, Fall start dates will be the first Monday of each new month (October 5th, November 2nd, November 30). Our survey results indicate that families want as little disruption to learning as possible and that a way to minimize this is by allowing month-to-month commitments to the program.

### **Enrollment**

Families can enroll in the virtual program by submitting this form:

[MSM Virtual School Enrollment Form](#)

Rachel Dowell will be supervising this program and can be contacted at [rdowell@mountstmary.org](mailto:rdowell@mountstmary.org).

### **Synchronous Learning**

Students will be expected to “attend” class at the regularly scheduled times. Teachers will have a camera set up in their classrooms and will wear a mic while lecturing. Students who are learning from home will have the opportunity to ask questions and be involved in class discussions. The synchronous nature of this program will engage students in real-time learning and requires their mental presence in class as if they were in the school building.

### **Communication**

It is important that students communicate with their teachers as soon as possible if they are having difficulty with course material. Teachers are expected to post all course content on Canvas in an effort to simplify communication with students. Teachers may send students additional communication via email so students who are learning from home should be checking their email consistently throughout the day.

### **Social & Emotional Health**

The social and emotional health of students who are isolated from their peers for long lengths of time is a concern. Our staff is working to develop virtual events that will allow students to socialize outside of school hours. Additionally, our counseling staff will check in with students who are working from home and are available for virtual wellness appointments.

### **Uniform**

Students working from home will be expected to follow the school’s uniform policy during school hours.

### **Location**

It is important that the student maintain a workstation at home that will support his/her learning. Students are expected to participate in classes from a desk, kitchen table, etc and not from private areas of the home like his/her bed.

### **Food and Beverages**

Students are not permitted to eat while attending class. Students are only permitted to drink water while in class.

### **Virtual Learning Etiquette**

When students are in virtual classroom meetings, they should have their cameras on at all times. Microphones should be silenced unless the student is engaging in conversation to minimize disruptions to the learning environment.

**Attendance**

Students are expected to attend all classes virtually, following their regular school schedule. Students who miss class will be reported as absent. Parents should communicate absences to the school office just like they would if their child were attending school in-person.

**Canvas**

Teachers will post all course materials on the learning platform Canvas. This will include a daily lesson objective and lesson materials. Teachers may post links through Canvas that will take students to third party sites for students to view additional material like videos or articles.

**Electives**

We are doing our best to keep the lives of students learning from home as normal as possible, but because of the nature of some of our elective classes, some students might have to select or be placed in different electives.

**Testing**

The testing policy is being crafted with the input of Mount St. Mary faculty and will be communicated soon.

**Clubs**

Clubs are permitted to host meetings virtually. It will not be a requirement for clubs to host virtual meetings, but some may choose to do so to include students who are participating in school from home.

**Athletics**

OSSAA policy states that students who are enrolled in virtual programs must be allowed to participate in athletics. Students who are enrolled in the virtual school option will be permitted to participate in athletics. Their status on a team may change as a result of absences.