Mt Lebanon School District
Elementary K-5
Cyber Learning Academy Schedule

Overview

Our Cyber Learning Academy will have a balance between **synchronous** and **asynchronous** instruction. **The synchronous portion of lessons will include teacher-led activities that allows for direct instruction, demonstrations, discussions, read alouds, and many other instructional strategies.**

Synchronous activities will be balanced with **asynchronous** independent learning time. This will ensure that students have **a pause from screen time, are able to take movement breaks, and can complete hands-on, reading, and paper/pencil activities at home. Some asynchronous activities will also be technology based.** Encores may be synchronous or pre recorded videos of classes.

There will be daily time for **small group instruction**, particularly for extra support, enrichment and remediation. This time may be with the classroom teacher, but may also be with a Reading Specialist, IST, or other support staff. Finally, teachers will hold **office hours** daily for students to drop in with questions, concerns or for assistance at regularly scheduled times.

Daily Schedule Information

While the schedule below describes **general timeframes for synchronous learning**, please also note that this is at the teacher's discretion. Depending upon the planned learning goals for the day, more time may be needed for a specific subject. It is most informative to think of the synchronous time on a per day and per week basis rather than strict guidelines for each subject.

Children learn best when they follow a **consistent and regular schedule**. Your child's teacher will provide a daily schedule that specifically designates the synchronous times. **Synchronous time (90-150 minutes per day) will include Core areas. Synchronous time for Encore areas varies according to subject and schedule.** Please note that there may be times where the teacher will adjust the schedule to accommodate special activities or extended lessons. This information will be shared with families in advance unless there are extenuating circumstances.

Office hours are regularly scheduled blocks of synchronous instructional time intended to be used flexibly to best meet the needs of students. This time could include meeting with students one-one-one, small group instruction (mini-lessons, reteaching, reinforcement, extension/enrichment), and/or open blocks of time for students to check-in with teachers, among others. **Your child's cyber teacher will provide specific guidance on your child's schedule.** Below, is a sample schedule that outlines what a typical cyber day could look like.

SAMPLE Daily Schedules

Kindergarten	
Time	**Title**
8:30-9:00 AM	Morning Meeting
9:00-9:30 AM	ELA Synchronous Learning
9:30-10:00 AM	ELA Asynchronous Learning
9:30-10:00 AM	Office Hours/Small Group
10:00-10:30 AM	Math Synchronous Learning
10:30-11:15 AM	Math Asynchronous Learning
10:30-11:15 AM	Office Hours/Small Group

Grades 1-5	
Time	**Title**
8:30-9:00 AM	Morning Meeting
9:00-9:30 AM	ELA Synchronous Learning
9:30-10:30 AM	ELA Asynchronous Learning
9:30-10:30 AM	Office Hours/Small Group
10:30-11:00 AM	Math Synchronous Learning
11:00 AM-12:00 PM	Math Asynchronous Learning
11:00 AM-12:00 PM	Office Hours/Small Group
12:00-1:00 PM	Lunch Break
1:00-1:30 PM	Encore Synchronous Learning
1:30-2:00 PM	SS or Sci Synchronous Learning
2:00-3:00 PM	Misc Asynchronous Learning
2:00-3:00 PM	Office Hours

Resources and Materials

The District will be delivering our curriculum in all of the instructional options, so **all students will have access to the same core instructional resources as in brick and mortar.** This includes textbooks, workbooks, online tools (Dreambox, Lexia, Reflex), student newsletters (Scholastic) and other materials. Where possible, specialized supply items will be made available (for example, science experiment supplies). Where necessary, teachers will suggest options for things such as manipulatives (e.g., dried beans for counters) that are readily available or easily obtainable.

Special Education

Tina Beer (Inclusion Specialist) will serve as the LEA for the Cyber Learning Academy.

If a special education teacher/case manager is assigned to the Cyber Learning Academy, the assigned special education teacher will serve as the case manager for students' IEPs. If there is no special education teacher/case manager assigned to the Cyber Learning Academy, the student's building-based case manager will serve as their IEP case manager.

An IEP meeting will be held for all Cyber Learning Academy students prior to the start of instruction.

All students in the Cyber Learning Academy or online/remote learning will have synchronous related services (e.g., speech-language, occupational therapy, physical therapy, etc.) available to them if the IEP team agrees that synchronous provision of services is most appropriate.

Students who receive any kind of pull-out special education intervention or support (e.g., math support, reading support, intensive teaching sessions, academic support, etc.) are entitled to receive synchronous instruction for the amount of time designated in the IEP for that pull-out service (i.e., how much time they would have been pulled from class to receive that support). Revisions to the IEP need to be made to reflect any changes in the nature of services provided (i.e., one-on-one vs. small group) and the amount of time the service is provided.