#togetherwearemighty

FISD SECONDARY
BLENDED INSTRUCTIONAL GUIDELINES
2020-21

The secondary FISD blended learning design will combine online students and face to face students into ONE curriculum allowing for ease of movement between the two options following the same CANVAS course and creating an equitable learning experience for all. Each two-week unit will be built with a blend of synchronous and asynchronous learning experiences. Virtual or quarantined students will join the face to face class simultaneously, via zoom, at set times during the week to create the synchronous connections between the virtual student and their teacher and classmates.
The alternate days will be structured around independent asynchronous experiences to engage, extend, apply, and personalize the learning. This will allow for an ease of transition between face to face and virtual instruction for those students that must sporadically quarantine. It will also create an ease in transition to full virtual instruction, if and when that becomes necessary.

Eligibility for Virtual Enrollment

The Virtual Learning Option will be available for those students with an approved Virtual Learning Application OR for those students with a lab confirmed Covid-19 test result or Covid-19 exposure requiring a quarantine period.

Virtual Learning Application Components:
- Basis for Virtual Request
- Academic Performance - students must maintain an average of 70 or better in every class at every grading period or progress reporting period

- Attendance Requirements -Students must not have excessive absences or have accrued make up hours jeopardizing credit or grade level promotion. (per TEA 90% rule)

    ○ Should students fail to meet the second or third criteria he/she will be required to return to face-to-face instruction.
    ○ Should a student fail to meet the second or third criteria at any future progress report period, he/she will be notified regarding the required return to in person instruction.

Adjustments to Instructional Model for Spring 2020

Based on reflection and feedback from teachers and students and learning from the first semester, and in an effort to provide responsive and effective feedback and instruction - there will be adjustments made to the secondary learning model for the second semester. The changes in the model will be effective January 4, 2020.

SYNCHRONOUS INSTRUCTION
- All teachers will provide a minimum of 2 synchronous connections per week.   - All synchronous connections will be planned and posted by the teacher by 8am on Monday morning via Canvas.   - Teachers will designate the days needed for synchronous instruction. For example: A teacher may conduct synchronous connections on a Monday and Tuesday one week and then the next week on Wednesday-Friday.

ASYNCHRONOUS INSTRUCTION
- Asynchronous learning will be assigned via Canvas on ALL days that are not designated as synchronous learning days.   - All asynchronous assignments will be planned and posted by the teacher. These assignments will be made available in a timely manner relevant to the specific assignment/instruction.   - Teachers will designate the days needed for asynchronous instruction. For example: A teacher may provide asynchronous assignments on a Monday and Tuesday one week and then the next week on Wednesday-Friday.

- These adjustments may require increased involvement on the part of the at-home Learning Coach in the areas of time management, scheduling, and communication.
- Outside expectations for face to face and virtual students (Homework, research, test preparations) will be in addition to these time requirements.
- For virtual students, ALL asynchronous work must be completed and submitted by 11:59 pm on the day it was assigned for attendance accountability.
- [Secondary Blended Learning Tools](#) will be used for synchronous and asynchronous learning experiences for both face to face and virtual learners.

OFFICE HOURS
INTERVENTION/TUTORIALS

SUBJECT	TEACHER OFFICE HOURS	DEPT OFFICE HOURS
MATH	WEDNESDAYS 8-8:30	MONDAYS 4-4:30
ENGLISH	FRIDAYS 8-8:30	TUESDAYS 4-4:30
SOCIAL STUDIES	WEDNESDAYS 8-8:30	MONDAYS 4-4:30
SCIENCE	FRIDAYS 8-8:30	TUESDAYS 4-4:30
WORLD LANGUAGE	WEDNESDAYS 8-8:30	MONDAYS 4-4:30 (HS only)
CTE/ELECTIVES HEALTH	FRIDAYS 8-8:30	
FINE ARTS	WEDNESDAYS 8-8:30	

.

- Teachers will host "office hours" for intervention and extension for face to face and virtual students per the schedule above.
- Teachers will provide opportunities with virtual students for feedback and personalization weekly. This can be done before or after school or during asynchronous instructional days when appropriate and can be done in small

groups of virtual students as well. These opportunities could include written and/or verbal feedback - depending on the educational need and the instructional practice. Teachers will create these opportunities and invite virtual students weekly.
- Department Office Hours are offered as an additional option for intervention/tutorials and will be staffed by the department.

ASSESSMENTS/TESTING DAYS

- All departments will schedule tests based on the testing schedules outlined in the campus handbooks.
  Junior High Testing Days
  High School Testing Days

- Number of assessments will be determined by the grading policy of the specific content area.
- Virtual students may be required to Zoom into classes on asynchronous days during the actual period itself to maintain test security.

GRADING POLICY

- Grading policy will be the same for face to face and virtual learners.
- Courses will be weighted the same and GPA will be calculated in the same way for face to face and virtual learners.

ATTENDANCE

Per TEA guidance, attendance for virtual or quarantined students will be based on **daily** progress monitoring. On days that students are scheduled to "attend synchronously", attendance will be taken based on student participation through ZOOM during the period they are assigned to that content. For example, if a virtual student has math 2nd period - they will "attend" math class via ZOOM on synchronous days for math during 2nd period. On the asynchronous days in the model, attendance will be monitored by small group check ins, work turned in through Canvas, evidence of video watched through edpuzzle, etc. These monitoring checks must be completed and submitted on the asynchronous day that they are assigned by 11:59 pm to be considered in attendance.