



Temporary Online Option (Kindergarten - 6th Grade) 2021

Carrollton-Farmers Branch ISD is offering a Temporary Online Option for the first nine weeks for students in grades K-6. This Temporary Online Option will allow students to engage in at-home learning virtually utilizing CFBISD instructional resources in kindergarten through 6th grade, ages where COVID-19 vaccinations are not yet available. Students whose parents choose the Temporary Online Option will begin the school year on Wednesday, August 25. The Temporary Online Option will be available for students in grades K-6 at least through the first nine weeks of school and may be extended as necessary.

Enrollment Agreement

On the enrollment application, parents will be asked to agree to the following:

- I will attend an in person Parent University Orientation session and learn how my student will navigate Seesaw (K-2) and/or Canvas (3-6) to retrieve and submit assignments and content. **Note: Students whose parent/guardian cannot attend the in-person Parent University Orientation at their assigned time will not be allowed to participate in CFBISD's Temporary Online Option.**
- I will ensure my student attends and participates in online classes daily.
- I will pick up learning resources and materials from a designated campus when necessary (including resources for mathematics and science)
- I will provide resources to support my student(s) while taking online classes. (including charged CFBISD device, reliable Wi-Fi connectivity, writing utensils, manipulatives, etc.)
- I will ensure my student attends in-person assessment sessions on the campus where my child's Temporary Online Teacher is assigned. This may or may not be your child's home campus. **Note: Students whose parent/guardian cannot attend the in-person Parent University Orientation at their assigned time will not be allowed to participate in CFBISD's Temporary Online Option.**
- I understand my student will be enrolled in online classes in CFBISD and will not be able to participate in physical field trips or extracurricular activities at their home campus.

- I understand my student will be enrolled in online classes in CFBISD through at least the first nine weeks of the school year, at which point the District will reevaluate the need for an online option.
- I understand that while my student will be supported by a CFBISD educator, that educator may not be from my student's home campus.
- I understand that I am committing to a 9 week period during which I may not change my child's learning environment. Changes in placement will only be allowed at the end of 9 week periods should this learning option continue more than 9 weeks.
- I understand that the District reserves the right to change my student's learning environment to in-person learning if my student is not making academic progress due to absences, discipline, and/or lack of engagement. There will be no appeal should this decision be made. The decision of the Home Campus Principal is final.
- I understand my student will need to use a CFBISD technology device. Devices can be checked out from the home campus of enrollment if I do not already have one.
- I understand for students receiving Special Education services or who are served under a Section 504 plan, acceptance into the Temporary Online Option is not finalized until an Admission, Review, or Dismissal (ARD) committee or Section 504 meeting is held and the committee has made the determination that the Temporary Online Option Program is appropriate.

Student progress will be monitored throughout the Temporary Online Option period. If parent and/or student expectations are not met, you will receive one written notice stating the concern and the expectation for remediation. If changes are not made, the student will be returned to in person learning. There will be no appeal should this decision be made. The decision of the Home Campus Principal is final.

Attendance

Carrollton Farmers Branch ISD will continue the current policies related to compulsory attendance, truancy, and 90% attendance for credit according to board policy. Online students are expected to be logged in, visible, and engaged.

The Temporary Online Option Teacher will take attendance for each subject. Students will be counted present in each class based on active on-screen participation in each classroom. Attendance data will be utilized to help determine if CFBISD's Temporary Online Option is the right fit for your child.

Students enrolled in the Temporary Online Option will still be connected to their home campus. As such, decisions regarding entrance, progress, and/or removal from the program will be determined by the administrator at the home campus.

Discipline

Students are expected to follow the CFBISD [Student/Parent Handbook](#)

Activities

Students enrolled in the Temporary Online Option will not participate in face-to-face campus events, field trips, or extracurricular activities.

Parent Participation in Temporary Online Option

During virtual instruction, it is necessary for parents to act as their student's learning coach. When teachers are working with students, parents may observe, but not participate or have discussions with the teacher during class time.

Recording of virtual instruction by parents is prohibited. This is a violation of privacy rights in both state and federal law. Failure to abide by this directive may result in the student being removed from online learning.

It is the responsibility of parents to help ensure a cohesive learning environment by not disrupting instruction during class times. This includes, but is not limited to, parents interrupting the teacher, parents asking questions during class time, etc.

Parents who have questions or concerns are encouraged to contact the assigned Temporary Online Teacher or home campus administrator as they normally would outside of instructional time.

Change of Learning Environment

A student's schedule might change upon their return to face-to-face learning in accordance with campus staffing and scheduling requirements. Students will only be able to switch back to in-person learning at the end of a nine weeks grading period. The district reserves the right to change a student's learning environment to in-person learning if a student is not successful due to absences, discipline, lack of engagement and/or academic progress.

Student progress will be monitored throughout the Temporary Online Option period. If parent and/or student expectations are not met, you will receive one written notice stating the concern and the expectation for remediation. If changes are not made, the student will

be returned to in person learning. There will be no appeal should this decision be made. The decision of the Home Campus Principal is final.

Students are expected to follow the CFBISD [Student/Parent Handbook](#)

Parent Expectations

Carrollton Farmers Branch ISD has defined the role of a parent during the Temporary Online Option as follows:

- Attend an in person Parent University Orientation session and access parent resources to learn how students will navigate Seesaw (K-2) and/or Canvas (3-6) to retrieve and submit assignments and content. **Note: Students whose parent/guardian cannot attend the in-person Parent University Orientation at their assigned time will not be allowed to participate in CFBISD's Temporary Online Option.**
- Designate a place in your home for your student to use as their online classroom that replicates the school environment (desk, table, chair, appropriate lighting, etc.)
- Facilitate academic support and encouragement as a learning partner to motivate, and guide your child throughout the school year
- Ensure your child is on track with assignments and coursework
- Provide assistance on day to day activities with the exception of designated independent work
- Monitor the daily schedule provided for your child for required online meetings and completion of assignments by their due date
- Maintain communication with your child's teacher by phone, email messages, and/or online meetings to create a learning partnership

Special Note: Understand for students receiving Special Education services or who are served under a Section 504 plan, acceptance into the Temporary Online Option is not finalized until an Admission, Review, or Dismissal (ARD) committee or Section 504 meeting is held and the committee has made the determination that the Temporary Online Option Program is appropriate.

Student Expectations

CFBISD students enrolled in the Temporary Online Option are expected to:

- Be prepared for learning each day using the schedule provided by your teacher and the virtual classroom space you and your parents/guardian have designated.
- Follow the CFBISD [Dress Code](#)

- Become familiar with the structure of Seesaw (K-2) and/or Canvas (3-6) and how to access and submit your assignments.
- Log in to the CFBISD Virtual Classroom platform of Seesaw (K-2) or Canvas (3-6) **each day** and engage in teacher-assigned activities.
- Attend all required online meetings.
- Watch assigned videos, complete posted activities and submit assignments on time.
- Ask your At-Home Learning Coach (parent/guardian) questions when you need help.
- Give your best effort in your school assignments and complete all independent work on your own.
- Contact your CFBISD Temporary Online Teacher when you have questions or need additional support.
- Recording of virtual instruction by students is prohibited. This is a violation of privacy rights in both state and federal law. Failure to abide by this directive may result in the student being removed from online learning.

Teacher Expectations

CFBISD Temporary Online Teachers will be employees of CFBISD. The Online Teacher will be the teacher of record and will be responsible for providing feedback and grading all virtual classroom learning assignments and assessments. In addition, the Temporary Online teacher will:

- Follow the Carrollton-Farmers Branch ISD scope and sequence and curriculum
- Record attendance for each class period
- Utilize district provided materials and resources
- Collaborate with district curriculum staff
- Follow the CFB Online Instructional Schedule
- Record and post direct instruction as needed
- Post relevant, aligned assignments and instructions
- Utilize Seesaw and/or Canvas for students to submit assignments
- Grade and provide feedback on submitted assignments
- Communicate regularly about student progress and class updates
- Provide accelerated learning (HB 4545) for assigned students when needed
- Provide engaging online instruction from a CFB classroom

Student progress will be monitored throughout the Temporary Online Option period. If parent and/or student expectations are not met, you will receive one written notice stating the concern and the expectation for remediation. If changes are not made, the student will be returned to in person learning. There will be no appeal should this decision be made. The decision of the Home Campus Principal is final.

Sample Schedule - CFBISD Online

Sample Elementary Schedule	
Time	Activity
8:00-8:30	Morning Meeting with the whole class
8:30-9:15	Math (includes some virtual teaching and some independent work time)
9:15-9:30	Stretch Break
9:30-10:15	Reading (includes some virtual teaching and some independent work time)
10:15-10:30	Stretch Break
10:30-11:15	Writing/Word Work (includes some virtual teaching and some independent work time)
11:15-11:30	Stretch Break
11:30-12:15	Social Studies/Science (includes some virtual teaching and some independent work time)
12:15-1:00	Lunch/Recess
1:00-3:00	Students will receive individualized schedules for each afternoon, Monday through Friday. These schedules may include items such as: <ul style="list-style-type: none"> ● Specials - PE, Art, Music ● Small Group Instruction ● Independent Work

*Note: Students who choose Temporary Online Options will not have access to dance, theater, STEM, STEAM or coding lessons.

Sample Sixth Grade Schedule (Actual schedule will be created after enrollment.)					
Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:30-9:10*	Elective	Elective	Elective	Elective	Elective
9:20-10:00*	Elective	Elective	Elective	Elective	Elective
10:10-10:50**	ELA	ELA	ELA	ELA	ELA

11:00-11:40**	Math	Math	Math	Math	Math
11:40-12:20	Lunch	Lunch	Lunch	Lunch	Lunch
12:20-1:00**	Science	Science	Science	Science	Science
1:10-1:50**	Social Studies	Social Studies	Social Studies	Social Studies	Social Studies
2:00-2:40**	Writing	Writing	Writing	Writing	Writing
2:50-3:45**	Advisory Lesson / RTI				

*=Asynchronous instruction

**=Synchronous instruction

6th grade electives offered in the Temporary Online Option will be Music Theory (Band, Choir, Orchestra), and Physical Education

Grading

Grading for all Temporary Online Option courses will follow the CFBISD Grading Procedures.

Assessments

Assessments that must be taken in person are MAP & major reading assessments.

Class Size

CFBISD will attempt to adhere to the 22:1 ratio for Kindergarten through 4th grade and 25:1 for 5th and 6th grades. CFBISD reserves the right to exceed these numbers due to staffing.

Accountability

A student's STAAR scores will be tied to the home campus.

Special Programs

For students receiving Special Education services or who are served under a Section 504 plan, acceptance into the Temporary Online Option is not finalized until an Admission, Review, or Dismissal (ARD) committee or Section 504 meeting is held and the committee has made the determination that the Temporary Online Option Program is appropriate.

Special Education

Campus staff will follow the same process regarding ARDs and paperwork to determine eligibility and appropriate services for the Temporary Online Option as those that were followed in the 2020-2021 school year. The ARD Committee will want to take the specific

learning needs and services into account as they determine whether the Temporary Online Option is the best choice for the student.

Dyslexia

Students who receive dyslexia services, as noted above, will have a 504 or ARD meeting to determine the need to continue these services. Services will be provided by the home campus Dyslexia Interventionist. Due to the specific requirements of dyslexia interventions, the schedule for students throughout the campus has already been set. As a result, there is no flexibility to move these services to another period of time within the school day. The 504 Committee will want to take this into account as they determine whether the Temporary Online Option is the best choice for the student.

Bilingual/Dual Language

Students receiving bilingual education will continue to receive these services. No additional procedures are required.

Technology

Students **MUST** use CFB technology to access the Temporary Online Option. Parents may work with their home campus to obtain the device needed. Hotspots will also be available at the home campus should the parent request it. Parents should indicate the need for a device or hotspot on the Temporary Online Option application.

Devices and other instructional materials will be provided at the **mandatory** Parent University orientation.

Students whose parent/guardian cannot attend the Parent University Orientation at their assigned time will not be allowed to participate in CFB's Temporary Online Option.

Team Teaching

Team teaching in the Temporary Online Option can be considered. We will work with individuals providing these services to determine the feasibility of team teaching.

Teacher Observation & Feedback

Temporary Online Teachers will be appraised by an administrator on their home campus.