



ST. THERESA
SCHOOL

St. Theresa Instructional Plans for Distance Learning

2020-2021

Overview

At St. Theresa, it is important that throughout the 2020-2021 school year, the members of our community are safe and healthy, and our students receive a high-quality education that meets their needs. On July 17th, Governor Newsom announced that schools will remain closed for in-person learning until COVID-19 is under control in Alameda County and will remain closed for in-person learning until there are no additional cases for 14 days. St. Theresa will begin the 2020-2021 school year with distance learning. Our teachers and staff are committed to delivering high-quality instruction and a robust program. We have received feedback from our stakeholders (parents and staff) and used this feedback to plan our distance learning program. Thank you for your partnership and support as we navigate distance learning.

Guiding Principles for Distance Learning

- Keeping all members of our community safe and healthy.
- Maintaining a high-quality education.
- Addressing the importance of building relationships between students and their teachers and amongst each other.
- Meeting the needs of all of our students.

Distance Learning Overview

- Students will begin at the same time each day with a morning check-in with their homeroom teacher
- Students will have snack, lunch, and recess like they normally do when they are at school
- Students will have enrichment classes such as music, band, P.E., and Spanish
- Each morning there will be daily prayer, Pledge of Allegiance and announcements
- Distance learning will include direct instruction, assignments, projects and assessments
- Direct instruction includes:
 - Synchronous Learning- online classes learning together through video conference
 - Google Meet whole group instruction
 - Google Meet small group instruction
 - Asynchronous Learning- students learning at their own pace through videos, projects, etc.
 - Teacher recorded direct instruction videos
 - Videos
 - Independent work/Projects
- Students will be given grades based on the Common Core curriculum standards and the Diocese of Oakland Curriculum Standards. Progress reports and report cards will be issued for all students
- There will be opportunities for faith-filled activities and to attend mass virtually



Virtual Learning

Different approaches benefit different learners

Everyone learns differently, and just like classroom learning, virtual learning allows for different types of instruction. Here are the benefits of asynchronous and synchronous learning.



Asynchronous

Students learning at their own pace through videos, projects, etc.



Students can learn and review at their own pace



Flexibility for students learning in different time zones



Teachers can include a range of student paced learning tools and give feedback accordingly



Less chance for technical difficulties infringing on lessons

Synchronous

Online classes learning together through video conferencing



Allows students to feel connected to one another during a class



Teachers can provide feedback and clarification on the spot



Students follow along with the teacher and ask questions in real time



Similar to the actual school schedule so students have a routine



Teachers may use synchronous or asynchronous learning at different times depending on the learning outcomes targeted. It's important to remember that they are both valuable approaches to learning.

Instruction

Each teacher's educational plan will be driven by a high-quality instructional program, addressing social and emotional development, by following best practices:

- Teach common core curriculum and standards based curriculum
- Establish clearly stated educational goals and learning outcomes
- Organize framework and expectations in a way that students can easily navigate
- Integrate quality instructional materials to enable and enrich student learning
- Provide a variety of activities that include options for in-depth learning through authentic problem solving and experiences
- Include opportunities for both online and independent learning
- Take assessments so teachers can best support student progress
- Provide instruction through whole class, small group and independent work

Office Hours

All teachers will have daily office hours. Your homeroom teacher will communicate their daily office hours to you. During teacher office hours, the teacher will respond to your questions promptly. If you email your teacher during “off hours” they will respond to your email within 24 hours.

Distance Learning Expectations

St. Theresa will implement expectations for distance learning. Additionally, all grade levels will have expectations specific to student grade level. TK-8 student expectations include:

- Attend class
- Complete all assignments in accordance with the expectations established by their teachers
- Conduct themselves in a manner which contributes to a positive learning environment for all online engagement, as they do in the classroom
- When attending a class or meeting via Google Meet, please follow the following etiquette guidelines:
 - Is prepared to learn
 - Come to class dressed for school
 - Gather all supplies for class
 - Sit up in your chair with video camera on
 - Follows classroom expectations/ Shows appropriate behavior
 - Turn off microphone until the teacher asks you to turn it on (TK-5)
 - If you want to share or ask a question, raise your hand
 - Only use the chat box to communicate with teacher when appropriate
 - Participate in class discussions
 - Please no eating
 - Embodies SLE/Catholic Identity
 - Is kind and respectful to teacher and classmates
 - Follows the Technology Responsible Use Policy

Attendance

- Each day will begin at 8:00
- Daily attendance will be taken at 8:10 AM during the morning check-in
- Students not in attendance online by 8:10 AM will be marked absent
- Teachers will take attendance again at the end of the morning check-in for students who are tardy
- Parents/Guardians must email Ms. Welch and homeroom teacher by **noon** of the same school day to excuse absences or tardies
- If your child will be absent or tardy, please email your homeroom teacher prior to the start of the school day

Communication

Communication is key!

- Teachers will communicate with parents in multiple ways
 - Weekly newsletter emailed to parents
 - Individual emails
 - Your teacher will post their schedule through their online platform for students and parents
 - Grades TK-2 email
 - Grade 3 Clever
 - Grades 4-8 Google Classroom
 - Communication with parents and students through online platforms such as Seesaw, Class Dojo, Google Classroom
- Please contact your teacher via email with any questions you may have

More Information

- For students in grades TK through 5th Grade, please make sure an adult is available to support their child when needed during Google Meets
- Students must complete and submit all assigned work by due date.
- Contact teacher via email for absences, technical difficulties or questions about assignments
- All Google Meets will be recorded and posted for students to access later if needed
- The updated Technology Responsible Use Policy will be finalized soon and sent to you
- Video tutorials are being made to walk students through the apps and virtual platforms they will be using
- Please view the Family Handbook on the Website (coming soon)

Suggestions

- Find a space in your home where your child is seated at a table so they can “go to school.” This will be the spot they know they go to when school begins, when they are completing assignments and when they are Google Meeting with their teacher
- Be dressed and ready for school. Please follow the free dress guidelines outlined in the handbook (no pajamas or hoods/hats)
- Prior to each morning, have your child gather their supplies for the day and have them ready and prepared
- Have your child become familiar with the technology and apps they will be using during distance learning so they feel confident during assignments
- Review the Google Meet expectations with your child prior to their first Google Meet

Thank you!

We appreciate your partnership and support during distance learning and we are excited to begin to the year!



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