



VIRTUAL LEARNING MODEL FOR THE 2021-2022 SCHOOL YEAR

All staff must report to their regular school building each day during our ten day virtual model. Due to State of Michigan changes in pupil accounting, in order for the virtual learning days to count toward our 180 required days, teachers must be on the virtual lesson for the **entire** instructional time. In addition, we are required to obtain 75% of attendance district-wide to count the day. We are not required to document two-way interactions.

Bus Drivers:

If only one building is moved to the virtual model then routes will run as normal (minus the students that are in the virtual school) If both buildings are moved to virtual, in order to be paid for their daily hours, they must report to the school to support facilities. They can complete daily hours as one block of time. Jeff Dygert will have assignments to be completed.

Maintenance:

Continue with daily schedule.

Administrators & Executive Assistant:

Continue with daily schedule.

Secretaries:

Continue with daily schedule. See Deb for scanning if additional work is needed. Please call students that are marked absent to encourage virtual learning.

Para Educators:

Para Educators will follow their same schedule. Para educators will attend virtual lessons with students and support their assigned teachers.

Counselors:

Create office hours for students to login for social emotional support and/or questions. Lunch bunch is a great tool to use during all lunches. Students could log on to eat their lunch and enjoy social time and friendships with peers.

Teachers:

***Staff will follow their daily schedule. They must have a live session and be online for the entire schedule, minus lunch and planning time.**

*Staff must use google classroom and have a separate link for each hour (separate link applies to MS/HS) We are moving to the Google Meet that allows for break out rooms.

*MS/HS Staff must take attendance in PowerSchool for each hour of instruction.

*BK-5 Staff must take attendance in PowerSchool AM and PM (PM time for BK and 1st 11:30) (PM time for 2nd-5th 12:00)

*Please mark students tardy if they come into the class after attendance is taken.

*Preschool will not be in session. The teacher will support staff child care for P-W students if needed. If child care is not needed then the principal will assign.

*If you need a substitute teacher for the day, please follow the same procedure. Let your supervisor and Stacey know to support technology.

Please continue with teaching and learning. Students may not have to be online the entire class time, but should be actively engaged and learning each day. Look for more information about this from your building administrator.

Shared Services Teachers: Follow the daily schedule- Virtual classes for PW students and in-person for any travel sites.

Building Substitute Teachers: Report to your building principal-if you have a shared position, please follow that schedule as well.

Custodians:

Continue with daily schedule (all staff moving to days is not an option due to staff working in their rooms.

Food Service Employed by P-W:

In order to be paid for their daily hours, they need to report to school during scheduled hours for an alternative assignment. Principal will assign work.

Extra Curricular Coaches & Supervisors:

All extracurricular activities may continue. If it is an inside activity, all participants must wear masks. The extracurricular activity policy is still in effect when we are in the virtual model: All students who participate in extracurriculars (ex. Theater, Band, athletics, QuizBowl, Robotics, etc.) must be in attendance for the entire school day in order to participate in extracurricular practice/competition/rehearsal/performance/event/etc. Specific exceptions need to be communicated with school leadership in a proactive manner.

