eLearning

Mock Day Guidelines

Mock eLearning at School

A mock eLearning session at school will be conducted during the school day and is scheduled for at least half of the day. Specific dates and times will be announced in advance. During this time, teachers and students will be asked to communicate about assignments using the learning management system and/or email.

The goal of practicing is to make sure students can access and complete the materials at home, and to know how to use Google Classroom and/or email to ask questions. However, for the first mock session, teachers and students may communicate verbally as issues arise that cannot be addressed through those communication tools. The district will use the feedback from both teacher and student surveys to identify areas of concern and work to make improvements in the eLearning process.

For the mock eLearning half day on September 17th, teachers should prepare for two subject areas/periods which is equivalent to half of a day. If you have any questions about this, please speak to your school administrators.

Grades PIP, PreK, K, and Any Student with an IEP Who Will Receive an Instructional Packet
Prior to Mock eLearning session: ● Teachers have the eLearning packet prepared, copied and ready in the event an eLearning day occurs. ● Have a practice activity prepared for the eLearning mock session. For the purpose of practice, choose one activity that students might have difficulty completing alone on an eLearning day.
During Mock eLearning session: ● Teachers will take a few minutes (~15 min.) to explain to students the expectations for completing the packet on an eLearning day. ● Students complete the practice activity and then resume their regular schedule.
After Mock eLearning session: ● Teachers will respond to the district survey. ● Teachers check activity for completion and decide if students will be able to complete this type of activity on a real eLearning day.

Elementary School | Grades 1st -5th

Prior to Mock eLearning session:
- Teachers launch prepared material in Google Classroom. For first and second grades, this consists of a 30 minute eLearning lesson/activity for each of the four core subject areas. For third, fourth and fifth grades, this consists of a 45 minute eLearning lesson/activity for each of the four core subject areas.

During Mock eLearning session:
- Students use Google Classroom to access materials and assignments.
- Teachers model how students will communicate with the teacher using Google Classroom or email if they have questions about the assignment.
- Students will submit their completed eLearning assignment through Google Classroom.

After Mock eLearning session:
- Teachers and students have an opportunity to respond to the survey.
- Teachers check Google Classroom assignments for completion and decide if students will be able to complete this type of activity on a real eLearning day.

Middle School

Prior to Mock eLearning session:
- Teachers launch prepared material in Google Classroom. This consists of a 45 minute eLearning lesson/activity for each of the four core subject areas.

During Mock eLearning session:
- Students use Google Classroom to access materials and assignments.
- Teachers model how students will communicate with the teacher using Google Classroom or email if they have questions about the assignment.

After Mock eLearning session:
- Teachers and students have an opportunity to respond to the survey.
- Teachers check Google Classroom assignments for completion and decide if students will be able to complete this type of activity on a real eLearning day.
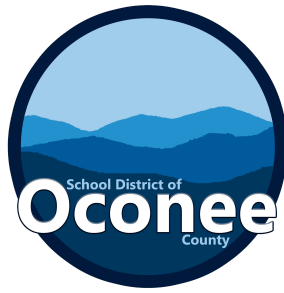
High School

Prior to Mock eLearning session:
- Teachers launch prepared material in Canvas. This consists of a 60 minute eLearning lesson/activity for each block you teach.

During Mock eLearning session:
- Students use Canvas to access materials and assignments.
- Teachers may only communicate about the assignments with students using Canvas or email, which will be active for use during mock day and all eLearning days. Remember, the emphasis is on practicing what it will be like on a real eLearning day.

After Mock eLearning session:
- Teachers and students have an opportunity to respond to the survey.
- Teachers check Canvas assignments for completion and decide if students will be able to complete this type of activity on a real eLearning day.

Mock eLearning at Home

A Mock eLearning at Home session is scheduled for Friday, October 16th. Students in grades 1st-12th will require their Chromebook to access and complete their eLearning assignments. PIP, PreK and Kindergarten will complete their eLearning packets. Elementary and middle school students will use Google Classroom while high school will use Canvas. The district will use results of surveys from teachers, students, and parents to identify areas of concern and work to make improvements. **Teachers are required to report to school during the Mock eLearning at Home day.**

Grades PIP, PreK, K, and Any Student with an IEP Who Will Receive an Instructional Packet
Prior to Mock eLearning session: ● Teachers have one practice activity prepared for the mock at home assignment that simulates an activity in the prepared packet. ● For the purpose of practice, choose a practice activity that encourages parental guidance. ● Teachers will take a few minutes (~15 min.) to explain to students the expectations for completing the Mock eLearning at Home activity. ● Parents provide a place for students to complete the eLearning activity.
During Mock eLearning session: ● Students complete the eLearning activity. ● Parents provide support during completion of the eLearning activity. ● Teachers are expected to maintain eLearning office hours, 10am-11am and 2:30pm-3:30pm for the at home mock eLearning session.
After Mock eLearning session: ● Teachers and parents will respond to the district survey. ● Teachers check activity for completion and decide if students will be able to complete this type of activity on a real eLearning day.

Elementary School | Grades 1st - 5th
Prior to Mock eLearning session: ● Teachers launch prepared material in Google Classroom. For first and second grades, this consists of a 30 minute eLearning lesson/activity for each of the four core subject areas. For third, fourth and fifth grades, this consists of a 45 minute eLearning lesson/activity for each of the four core subject areas. ● Teachers will take a few minutes (~15 min.) to explain to students the expectations for completing the Mock eLearning at Home assignments.
During Mock eLearning session: ● Students use Google Classroom to access and/or complete assignments.

- Teachers and students may communicate about the assignments with students using Google Classroom, email or other school-approved parent communication tools, which will be active for use during mock sessions and all eLearning days. Remember, the emphasis is on practicing what it will be like on a real eLearning day.
- Teachers are expected to maintain eLearning office hours, 10am-11am and 2:30pm-3:30pm, for the at home mock eLearning session.

After Mock eLearning session:
- Teachers, students and parents have an opportunity to respond to the survey.
- Teachers check Google Classroom assignments for completion and decide if students will be able to complete this type of activity on a real eLearning day.

Middle School

Prior to Mock eLearning session:
- Teachers launch prepared material in Google Classroom. This consists of a 45 minute eLearning lesson/activity for each of the four core subject areas.
- Teachers will take a few minutes (~15 min.) to explain to students the expectations for completing the Mock eLearning at Home assignment.

During Mock eLearning session:
- Students use Google Classroom to access and/or complete assignments.
- Teachers and students may communicate about the assignments with students using Google Classroom or email, which will be active for use during mock sessions and all eLearning days. Remember, the emphasis is on practicing what it will be like on a real eLearning day.
- Teachers are expected to maintain eLearning office hours, 10am-11am and 2:30pm-3:30pm, for the at home mock eLearning session.

After Mock eLearning session:
- Teachers, students and parents have an opportunity to respond to the survey.
- Teachers check Google Classroom assignments for completion and decide if students will be able to complete this type of activity on a real eLearning day.

High School

Prior to Mock eLearning session:
- Teachers launch prepared material in Canvas. This consists of a 60 minute eLearning lesson/activity for each block you teach.
- Teachers will take a few minutes (~15 min.) to explain to students the expectations for completing the Mock eLearning at Home assignment.

During Mock eLearning session:
- Students use Canvas to access materials and assignments.
- Teachers may communicate about the assignments with students using Canvas or email. Remember, the emphasis is on practicing what it will be like on a real eLearning day.
- Teachers are expected to maintain eLearning office hours, 10am-11am and 2:30pm-3:30pm, for the at home mock eLearning session.

After Mock eLearning session:
- Teachers, students and parents have an opportunity to respond to the survey.
- Teachers check Canvas assignments for completion and decide if students will be able to complete this type of activity on a real eLearning day.