



MEDFORD HIGH SCHOOL FLEX LEARNING PLAN

Explanation of Flexible Learning:

Flexible learning is a way for students to continue their educational engagement outside of the traditional classroom when we are unable to meet in-person. A flexible learning day provides students and staff with a positive opportunity to continue learning when weather or other unforeseen circumstances prevent schools from being in session. As part of this process, students will be given the necessary resources for each class/subject in order to successfully complete their coursework.

Expectations for Flexible Learning Day:

- Students will be notified of a flex day either through the school calendar or via district messaging system. Flex days may also be announced on local radio.
- Assignments and/or lessons will be online via Google Classroom or email by 8 A.M. for **grades 9-12.** Lessons will be specific to the class/subject area. Teachers will focus on enrichment activities, review, and/or activities that can be completed independently by the student.
- Assignments/lessons for **grades 7 & 8** will be sent home prior to the flex learning day. These assignments will be in the students black flex folder. Completion and return of the assignment on the next school day will result in their attendance for the flex learning day. If the flex learning day is unexpected, students should follow the instructions on their choice boards sent home in November.
- **Teachers of grades 9-12** are responsible for taking student attendance and reporting it by 11 am. Attendance will be taken via google form. 9-12 th grade students **ONLY** need to complete the attendance form for each class **and** advisory by 10:45 am. Attendance is separate from coursework. Coursework can be completed **anytime** prior to returning to school after the flex learning period.
- Teachers are expected to be available for student questions, via google classroom or email. Teachers will be available for students from 8:15-3:00 PM. Teachers have multiple classes and therefore it may take some time to respond to individual messages.
- Students with Individualized Education Plans will follow the accommodations as listed in their IEP and lessons provided and modified by their teachers..

- Accommodations for 9-12 grade students without access to the internet will be addressed on an individual basis. For a scheduled flexible learning day, students will be sent with the materials necessary to fulfill expectations. Please let the office know as soon as possible if this is an issue.

Frequently Asked Questions

Why do we need Flex days?

Due to extreme weather conditions that happen over the winter months in Minnesota, Medford School District is making use of flexible learning as an alternative to adding student school days/professional development days to the end/beginning of the existing/next school year and to keep students active in their learning during days that school is closed.

How will we be notified of a flex learning day?

The school will communicate to all parents (K12), students, and staff through our district calendar or Messenger System (Infinite Campus). In the message it will state that this school closure day is a "Flexible Learning Day".

When is the work for Flex Learning Days due? How will students make it up if they are not in attendance?

Flex Learning days are like any other school day. Students are required to complete work assigned prior to returning to in-person classes. All assignments (unless otherwise specified by the teacher) will be due the following school day. If there is some reason a student could not attend/complete the assigned work, parents/students should contact the High School Office, no later than the next school day, to see if it is an excused absence.

How many Flex Learning Days are possible?

The Minnesota Department of Education allows for a maximum of **FIVE** Flex Learning days that can be used in any one school year.

What if a teacher is sick or out of the area on a Flex Learning Day? How do students connect and/or ask questions?

If a Flex Learning day falls on a pre-scheduled teacher absence, the teacher shall designate another staff member to answer questions in their absence. If questions cannot be answered, special consideration will be given to the student in regard to late work etc.