

Legal Reference: ORC 3313.482 (Policy governing online make-up hours), Effective Date: 10-3-2023

Overview

Richard Allen Schools is committed to providing uninterrupted learning for our students, even in situations that prevent traditional school attendance. To address this, we have established the RAS Online Day Plan, which enables students to continue their education from home.

Purpose

Changes to Ohio's calamity day statute in the budget bill (effective October 3, 2023) have replaced "blizzard bags" with online makeup days. Starting with the 2024-2025 school year, schools must have an online day plan by August 1 of each year.

Notification

If an Online Day needs to be enacted, parents and guardians will be promptly notified through our district's messaging system, website, and social media platforms.

Definition of Online Days

Online days are used to make up for school closures under specific circumstances, allowing for up to three school days to be conducted online.

Allowable Circumstances for Online Days

Online days can be enacted for school closures due to the following circumstances:

- Disease epidemics
- Hazardous weather conditions
- Law enforcement emergencies
- Inoperability of school buses or other essential equipment
- Damage to school buildings
- Utility failures making the school building unfit for operation

Note: Staffing shortages, parent-teacher conferences, and professional development days are not eligible reasons for Online Days.

If the district enacts this plan at any time during the school year, the following learning expectations will be put into place for students:



Parents and Caregivers

- Contact the school if a Chromebook or connectivity is needed for their student.
- Monitor the student's progress with schoolwork.
- Develop a "school schedule" for home to try to keep routines in place for students while they work remotely from home.
- Report student absences through the standard procedures as if school were in session.
- Communicate questions and concerns immediately to staff.

Students

- Follow a regular "school schedule" to maintain routines while working remotely.
- Communicate questions and concerns immediately to teachers.
- Participate in live virtual sessions with teachers as scheduled.
- Complete and submit work as directed.

Teachers and Instructional Support Staff

- Work from their assigned building/classroom or other location.
- Use a variety of strategies to create engaging lessons for students.
- Conduct lessons on video and record them, when possible, so students can refer to them if needed.
- Take attendance for Online Days.
- Use GoGuardian to monitor students' online activity during learning time.
- Be available for office hours as needed, small group meetings, or flexible learning time.
- Use Google Classroom (and the connected Meet video link) as the platform for all assignments, links to resources, live instruction, etc.
- Grade work promptly and provide feedback to students on assignments.
- Make regular communication with families during any period of school closure.

Technology Support Staff

- Provide help desk assistance for both students and staff when technology issues arise.
- Use GoGuardian to help monitor students' online activity during learning time.

Administrators

- Ensure each student has a device at home.
- Monitor and assist teachers in the delivery of content for students.
- Ensure attendance and grading procedures are followed.
- Monitor equitable service delivery for students with Individual Education Plans (IEPs) students with 504 plans, and English learners.



Equitable Access

- Intervention specialists will focus on instruction specifically designed to meet students' required accommodations and address goal areas.
- ESL specialists will focus on instruction that supports English learners' language development.
- The school will work with the family of any student requiring reasonable accommodation (if known to the school in advance) to access learning during Online Days.

Online Day Participation

Teachers will record lessons to the best of their ability, and the recordings will be available after school hours for those who miss lessons, need to watch again to review, or have technical issues during live instruction. Teachers will maintain school working hours, generally between 8:00 a.m. and 3:00 p.m., and are not required to be readily available outside those hours to answer questions from parents and students. If students or parents cannot connect with a teacher during regular school hours, they may send the teacher an email or message through PBIS Rewards and expect it to be answered during school hours the next day.

Students are expected to follow their schedules online, but they will not be online all day.

In **grades K-4**, a possible student schedule could look like this:

Possible Times	Possible Learning/Activities
8:00	Prepare for the day: Set up Chromebook, supplies, and learning area
8:30-9:00	Live morning class meeting and check-in on Google Meet; Circle Time
9:00-10:00	Literacy lesson
10:00-10:30	Recess/outdoor play
10:30-11:30	Math lesson
11:30-12:15	Lunch and screen break
12:15-1:15	Small group/1:1 meetings with teacher or assigned practice time (monitored through GoGuardian)
1:15-2:15	Special/enrichment class
2:15-2:45	Assigned practice time (monitored through GoGuardian)



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2:45-3:00	Live afternoon class meeting/checkout on Google Meet
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In **grades 5-8**, a possible student schedule could look like this:

Possible Times	Possible Learning/Activities
8:00	Prepare for the day: Set up Chromebook, supplies, and learning area
8:30-8:45	Live morning class meeting and check-in on Google Meet
8:45-9:30	Core Period 1
9:45-10:30	Core Period 2
10:30-11:00	Screen break (study, exercise)
11:00-11:45	Core Period 3
11:45-12:30	Lunch and screen break
1:15-2:00	Special/enrichment class
2:05-2:45	Assigned practice time (monitored through GoGuardian)
2:45-3:00	Live afternoon class meeting/checkout on Google Meet

Specific campus schedules will be posted in students' Google Classrooms, but students should be ready to begin their "school day" preparations at 8:00 as indicated in the schedules above.

The Boards of Education (Boards) of **Richard Allen Academy** and **Richard Allen Preparatory** (District/Richard Allen Schools) hereby adopt this plan for online make-up hours. The online day plan documents how the schools will provide instruction via online delivery in order to make up hours in a school year during which it is necessary to close a school for allowable reasons. The Boards acknowledge that this policy aligns with the requirements as set forth in State law and direct the schools to implement this policy in accordance with State law.

Policy Adoption Date: June 13, 2024

Policy Revision Date: _____

