FAQ #1

MOU REGARDING THE COVID-19 PANDEMIC AND SCHOOL OPENING: PHASE 1

General Provisions

1. What is live virtual instruction and what is live virtual interaction?

Live virtual instruction means whole class teacher directed lessons and discussion and live virtual interaction can include whole class teacher directed lessons and teacher monitoring and supporting of individual students or small groups with class work, homework, projects, and other activities.

2. What does live virtual instruction mean? Does the teacher need to be teaching the whole group live for the entire teaching period? (ex.: the 40 minutes for TK,K, the 60-minute ELA period in grades 1-5, and the times for secondary)

The teacher does not need to be live for the entire teaching period to the whole group. That time may include whole group and small group teaching, as well as supporting individual students and monitoring students as they complete work. For classes that include EL students, the 15 minutes of designated ELD small group instruction is within the live virtual instruction period, making the ELA instruction time only 45 minutes. Teachers have discretion to teach longer than the listed time periods, however care should be taken to maintain a set schedule for families and be mindful of conflicting with others' schedules.

3. Does the teacher need to post recordings of all live instruction sessions?

No. The live whole group sessions need to be recorded but need only be provided to a student or parent upon request. The recording shall be posted for that student in Google Classroom for at least 72 hours. Small group and individual instruction is not to be recorded. If a student requests recordings repeatedly as a way of not attending live instruction sessions, that is an attendance issue.

Instruction and Schedules (Elementary)

1. When will RSP, Speech, OT, APE, etc. be held?

Special services will try to be covered in the afternoons, as much as possible, as appropriate for instruction and as IEPs dictate. This is one reason why the afternoon live virtual interaction is only 45 minutes. It gives special services some time to be able to accomplish their complex schedules.

2. Is there ELD instruction on Fridays?

The classroom teacher will do 15 minutes of designated ELD Monday-Thursday. The ELD aide can do follow up on for the 15 minutes on Friday.

3. How many minutes of elementary at home learning assignments are to be scheduled on Fridays?

TK/K classes must schedule 180 minutes, grades 1-3 must schedule 230 minutes, and grades 4-5 must schedule 240 minutes of at home learning assignments on Fridays. The required live virtual interaction of at least one hour on Fridays is included in that time. These numbers are minimums and teachers may exceed the required number of minutes.
4. What does the 45-minute live virtual interaction in the afternoon include?

Activities may include, but are not limited to, conferring with students, providing support to individuals or small groups, responding to assignment questions, responding to emails, assessments, etc. If teachers want to schedule a small group at that time, they may. However, if it is a regular small group, families should be notified ahead of time, so they know to log back into the teacher's Google Meet.

5. Why is the 45-minute live virtual interaction done after lunch?

Holding it after lunch gives students who are then starting their at-home assignments a chance to ask questions they may have about that work. It also gives a set time period for communication, away from the morning teaching time, that teachers may direct families to use. In addition, as it is the shortest required time period, it makes time in the afternoons for special services to create their complex schedules of multiple student appointments.

**Instruction and Schedules (Secondary)**

1. Are teachers required to assign work outside of class time each day?

The minimum number of instructional minutes per day is 240 for secondary, which is 80 minutes per class period. Middle school has a 45 minute live virtual whole class instruction period, and then a minimum of 35 minutes of asynchronous assignments. High school has a 50 minute live virtual whole class instruction period, and then a minimum of 30 minutes of asynchronous assignments. Asynchronous assignments can include watching videos, readings, practice problems, online lessons, essays, long-term projects, etc. Many teachers may find it necessary to assign more than the minimum amount of work to sufficiently cover their curriculum.

2. What happens after lunch?

For secondary, all live interaction takes place before lunch. Teachers are not expected to hold Google Meets or Zoom meetings after lunch. 1:30 to 3:00 is teacher work time for planning, grading, and communicating with parents and students.

3. What happens on Fridays?

Friday is a pupil-free workday. Teachers are expected to work from 8:00 to 3:00 doing planning, grading, communicating with parents and students, and attending any faculty or department/grade-level meetings. Students should be assigned a minimum of 240 minutes of asynchronous assignments, or 40 minutes per class period. Teachers are expected to hold a 60 minute live virtual office hour for students who have questions. Each site will organize the scheduling of office hours to avoid conflicts.

4. What is the purpose of the 30/35-minute live monitoring period?

Immediately following each 45 or 50 minute live virtual whole class instruction period is a 30 or 35-minute monitoring period. Teachers can use this time however they see fit, as long as they make themselves available to their students. The expectation is that teachers keep their Google Meet or Zoom meeting open until the end of the monitoring period. This time can be used to work with individual students or small groups, to help students complete assignments, or simply be an open office hour. Teachers could also choose to assign work that is due at the end of the monitoring period. The live virtual whole class instruction and monitoring period together total 80 minutes, which is the minimum number of instructional minutes required for each class period.
5. Why is zero period scheduled for Monday through Thursday?

Each class period (1-6) meets a total of 160 minutes per week, including live virtual whole class instruction and teacher monitoring. In order to have the same number of total minutes, zero period is scheduled for 40 minutes, 4 times a week. It is up to the teacher how they want to schedule the live virtual whole class instruction and teacher monitoring within those 4 class periods.

6. Are the schedules with the periods and times that were sent to us in your update the same or have there been changes?

They are the same.

7. Are Fridays reserved for the one hour of live virtual interaction and teacher planning, grading, responding to emails, etc.?

Yes, other than the required faculty meeting, you are not mandated to do anything and even if it is “voluntary,” you are not required to say yes.

**Attendance Procedures** (We are still waiting from guidance from the state)

**Assessments**

1. How do we determine the validity of tests?

Different assessments will call for different measures. For some tests, the student can be asked to remain visible, with the area around them visible on screen to check for any outside help (friends, cell phones, etc.). For oral assessments of young students, the student can be visible on screen and any guardian nearby can be asked to refrain from helping or coaching. This is going to be an issue to discuss with your colleagues and administration at your sites.