



TRENTON SCHOOL

DISTANCE LEARNING EXPECTATIONS FOR STUDENTS AND TEACHERS



Grade 7-12 LEARNING EXPECTATION

Students Taking Distance Learning Classes Will:

- Be on time for class
- Not leave class early
- Understand that attendance is required just like in a traditional classroom setting
 - If for any reason you miss class, it is the your responsibility as the student to reach out to the teacher to determine what is missed
- Sit in a seat that is on camera for instructor to see you
- Notify school personnel of any technical issues immediately
- Follow class schedule specified by the teacher
- Use email account for class to work and communicate with instructor via the method they prescribe (Google Classroom, Messenger, Class DoJo, etc)
- Engage in class following the instructions given by the teacher
- Be respectful to all in the class
- Understand that all classes are recorded and microphones may be “live” at all times
- Never post, transmit, promote, or distribute content that is known to be illegal.
- Never post harassing, threatening, or embarrassing comments.
- If you disagree with someone, respond to the subject, not the person.
- Never post content that is harmful, abusive; racially ethnically, or religiously offensive, vulgar; sexually explicit; or otherwise potentially offensive.
- Cheating and plagiarism are covered under the Trenton School Code of Conduct and Student Handbook. Violations of the academic integrity policy are taken very seriously as indicated in the procedure and sanctions in the handbook.
- Plagiarism: be 100% sure that any written ideas you present that are not yours are presented as the author's.

Teachers of Distance Learning Classes Will:

- Set up the distance learning classroom and ensure sites have connected when class begins
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- Assist students with accessing their emails and online learning management systems
- Promptly notify school administration of any technology issues or other concerns
- Provide a list of technology students will need to have access to in order to successfully complete coursework, keeping in mind equity of learning and potentially limited access for some learners
- Provide regular feedback to students (rubric scoring, qualitative feedback, next steps, constructive improvement recommendations, etc.)
- Maintain accurate attendance records for all students and all classes
- Proctor exams and other summative assessments
- Grade completed student work in a timely fashion and enter grades in PowerSchool