



CES Virtual Learning Plan

- **Virtual Learning Teachers**
 - At least one teacher, depending on numbers, per grade level will be the designated virtual teacher. These teachers will also have in-person students, but a smaller class.
- **Virtual Learning Format**
 - Our goal is for virtual learning to mirror in-class instruction as much as possible. Designated teachers will record their lessons as they teach to their in-person class. All lessons will be based on the Indiana State Standards. Videos will then be uploaded to Canvas for students to access one day later. Students will complete the same assignments as in class students. **Assignments will be due 2 days after they are assigned.** Teachers will also hold virtual meetings and conferences with students. The first few days and weeks will be teaching the students where to access assignments and lessons. Students will also learn how to submit assignments and sign in for attendance.
- **Virtual Learning Attendance**
 - Students will be required to sign in daily for attendance by 9:00am. Students do not have to complete class work by 9am but will be required to sign in for their attendance. Attendance procedures will be taught to the students during the first week of school.
- **Virtual Learning Programs**
 - Virtual students will access the same programs as students attending in person. All assignments will be posted on Canvas and virtual meetings will take place using Microsoft Teams.
- **Virtual Learning Devices**
 - Virtual Learning students will pick up their Chromebook the same days as in-person students. In addition, virtual students will have access to all online programs and resources that in-person students have.
- **Virtual Learning Registration**
 - Please complete the Virtual Learning registration form on our website. At the end of the first semester, families will have to opportunity to reevaluate.
- **Virtual Learning Communication**
 - Virtual teachers will communicate with students weekly through email, CANVAS messages, and phone conversations.