MIDDLETOWN
CITY SCHOOL DISTRICT
Education that
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2020-2021

MIDDIE DIGITAL MANUAL

FOR PARENTS AND STUDENTS

PREPARED BY
Middletown City Schools
Curriculum Department

#MIDDIE RISING

The "Middie Modernization Movement" is ever evolving and with recent events we now have the opportunity to move to the next level at Middletown City Schools. Our goal as a district is to offer "Learner Centered Experiences" that are "Personal and Authentic." This manual represents a guide for Middletown Students as we reimagine both classroom instruction and remote instruction with the goal that you are an Empowered Learner, a Digital Citizen a Knowledge Constructor, an Innovative Designer, a Computational Thinker, a Creative Communicator and a Global Collaborator!

The outcomes we desire are Empowered Students who are prepared to seize Pathways of Opportunity because we have kept our "Why" focused on providing Equity through exceptional, rigorous and engaging experiences for our students as we build strong relationships. We will scaffold support systems as we educate the whole child to develop life-long learners.

This guide is designed to support students and parents with school work when students are receiving home assignments from their classroom teacher, when students are doing **Remote Learning** (students at home because of school closure or illness) or **Virtual Learning** (choosing not to attend daily at a school building and learning occurs from online courses at home).

Remote Learning

Remote Learning is an extension of In-School Learning. This delivery model will occur if a student becomes sick during the school year, a classroom or school building must close, the district closes all school buildings, or the governor orders a school shutdown. Students will receive school work from their teacher via Google Classroom or Schoology and students will have opportunities to interact with staff and students online.

In-School Learning

This delivery model is a full return of students and staff to school buildings with the option of virtual learning. Students who return to the physical buildings will have face-to-face instruction, access to classes such as band and orchestra, recess, and lunch in the cafeteria. Safety protocols will be in place, including required masks and sanitization measures.

Virtual Learning

This delivery model is for students in grades K-12 who choose not to attend school during the school day. Virtual students will be totally online for their school work. Students must commit for an entire semester. Virtual Learning at Middletown City Schools provides a more flexible approach to learning, but requires students to be self-motivated. Students are generally able to work at their own pace (asynchronously) to complete online work, usually through a program such as School PLP (K-5) and APEX (6-12 program). Teachers will monitor student work, provide necessary support, and provide office hours for student/parent questions.

You have options

We recognize some students may be unable to attend school in-person due to either medical reasons or personal family choice. We know this is a difficult decision and we respect your choice. We will work with you and your student so their education can continue during the pandemic.

MIDDIE RISING

Digital Middies
STUDENT
ROLES &
RESPONSIBILITIES

TIPS FOR SUCCESS

- Find a quiet place at home for schoolwork
- Create a schedule for yourself (bedtime, snack time, play time, etc.) and stick with it!
- Create a schedule for completing your school work and stick with it!
- Ask for help when needed! Don't hesitate to reach out to your teacher(s) when you have a question or concern.
- Read for 20 minutes every day!
- Please see the following website for statistics and research around the importance of reading for 20 minutes daily: **https://www.letsread2 0.org/**

- The device you are assigned must be charged and ready for use at school and at home everyday.
- Log into your online platform (K-5,Google Classroom or 6-12, Schoology) daily for information, assignments and resources. Virtual students 6-12 will use Apex
- During remote learning or virtual learning your attendance is tracked by your daily activity in the courses you are enrolled in, daily participation is required.
- Keep track of your usernames and passwords.
- When at home, find a place that you can study and do homework.Participate in online assignments and use digital resources provided by your teacher(s).
- Submit all assignments by the due dates set by your teachers.
- Advocate for yourself by asking questions when you don't understand (email your teacher).
- During remote learning:
  - **ELEMENTARY** students will follow the class schedule:
    - Mon.- ELA/Elective,
    - Tues.- Math/Elective,
    - Wed.- Science/Elective,
    - Thurs.- Soc. Studies/Elective,
    - Friday- Intervention/Enrichment/Elective.
    - *In the morning the teacher provides instruction, afternoon time is for class assignments, group work and providing support.*
  - **SECONDARY** students (6-12) will follow a bell schedule: In the morning, students receive instruction; afternoons are used for class assignments and group/individual support. (5 hour day).
- **Virtual Learning**, your teacher will set up a schedule with you.
- Ask for HELP during the school day 8-11 AM and 12:30-3:30 PM by emailing your teacher
- Guidelines set forth in the **Code of Conduct** are expected whether in the brick and mortar setting or if the student is utilizing distance learning.
- Student Handbooks containing the Acceptable Use policy can be found **HERE**.
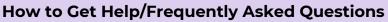- Student Chromebook 1:1 Program Guidelines can be found **HERE**.

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Work Submission, Grading, & Schedule

Work Submission and Grading

Students are expected to meet deadlines as set forth by their classroom teacher. Completion of coursework will ultimately factor into grading. Please set a schedule for completing work and stick with it! Work can be submitted either through Google Classroom, Schoology, or APEX depending on the platform used by the classroom teacher. Please contact your teacher if you have questions about submission.

Grading and Reporting

K-12 will utilize ProgressBook as the master gradebook. Parents and students have access to student's grades through the district portal found on the MCSD web site. Parents will have access to their 6-12 Schoology or Apex courses. The district grading scale will be used for all learning situations. Students will receive progress reports and final grades as in the past. High school courses will be given credit for passing grades.

How to Get Help/Frequently Asked Questions

To view frequently asked questions, click **HERE**.

Parents: Need support when your students are learning at home? Suggestions and support for parents may be found **HERE.**

Remote Learning Schedule:

Elementary (K-5) & Central

AM: Teacher Provides Instruction
PM: Class Assignments, Group Work, Support

Mon: ELA/Elective
Tues: Math/Elective
Wed: Science/Elective
Thurs: Social Studies/Elective
Fri: Intervention/Enrichment/Electives

Middle School (7-8)

AM: Teacher Provides Instruction
PM: Class Assignments, Group Work, Support

A-Day	B-Day
Bell 1	Bell 5
Bell 2	Bell 6
Bell 3	Bell 7
Bell 4	Bell 8

Monday-Friday; A & B Days alternate on Fridays

Highview (6th)

AM: Teacher Provides Instruction
PM: Class Assignments, Group Work, Support

A-Day	B-Day
Pride	Bell 4
Bell 1	Bell 5
Bell 2	Bell 6
Bell 3	Bell 7

Monday-Friday; A & B Days alternate on Fridays

High School (9-12)

AM: Teacher Provides Instruction
PM: Class Assignments, Group Work, Support

A-Day	B-Day
Bell 1	Bell 5
Bell 2	Bell 6
Bell 3	Bell 7
Bell 4	Bell 8

Monday-Friday; A & B Days alternate on Fridays

The PM Session is when students can work on all class assignments, not just what is listed in the AM session.

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