



Virtual Instruction Day Guidelines Hopewell Elementary Schools (2021-2022)

During the 2021-2022 School Year, the Hopewell Area School District may utilize virtual instruction days due to possible school closure in regards to COVID-19, weather or mitigating circumstances. Currently, PDE does not set limits for the number of Virtual Instruction Days in the 2021-22 school year. The guidance below outlines expectations for students and families districtwide.

These guidelines may continue to remain in effect after the 2021-2022 school year, under the description of Flexible Instruction Days (FIDs), per PDE approval. Current PDE guidelines limit the use of FIDs to a maximum of five days after the 2021-2022 school year.

If the District calls for a Virtual Instruction day, how will I know?

- Students and parents/guardians will be informed of a Virtual Instruction Day through the District's notification systems in the same way that school closings and delays are currently announced. Notifications will be distributed via School Messenger and will be posted on the District's website.

What will my child's school schedule be on Virtual Instruction days?

Elementary	
Pd 1: 10:00am - 10:30am	Pd 5: 12:55pm - 1:25pm
Pd 2: 10:35am - 11:05am	Pd 6: 1:30pm - 2:00pm
Pd 3: 11:10am - 11:40am	Pd 7: 2:05pm - 2:35pm
Pd 4: 11:45am - 12:15pm	Pd 8: 2:40pm - 3:10pm
Lunch: 12:20pm - 12:50pm	Office Hours: 3:15pm - 3:55pm

What is expected of my child during a remote learning day (grades K-4)?

- Elementary students will work on lessons unique to their grade level. All content will be accessed through the SeeSaw platform in grades (K-2) and through the Google Classroom in grades (3-4).
 - **NOTE: Teachers will determine the subject(s) being taught each period based upon their classroom and the individual needs of each student(s).**
- Each class will be provided with synchronous learning opportunities, so your child is expected to join their class through Microsoft Teams at the appropriate time(s) throughout the day.

How does student attendance work?

- Student attendance at the elementary will be taken during the first period. Please be logged into Microsoft Teams at the appropriate time to ensure this is accomplished.
- **Elementary students may be recorded as present for the day of school, but not earn credit for their individual class(es) or assignments.** Assignment credit will be earned by reporting to each scheduled class on Microsoft Teams, participating, and completing assignments as directed.
- As a reminder, students SHOULD NOT report to school buildings on a Virtual Instruction Day!

How can I contact a teacher or staff member during a Virtual Instruction Day?

- All teachers and professional staff members will be available through email during a remote learning day. This includes special area teachers such as Music, Art, Library, Physical Education, Special Education teachers, Reading Specialists, School Counselors, Nurses, Speech Therapists, and Principals.

What if my child needs help with a lesson/assignment on a Virtual Instruction Day? Will teachers be available to answer questions?

- Yes, all school-based staff members will be available to answer questions on a Virtual Instruction Day through email and/or Microsoft Teams during the hours indicated below.
 - Elementary School: 8:35am -10:00am
 - Elementary Office Hours: 3:15pm - 3:55pm

What happens if my child fails to complete his/her assignment(s)?

- **Students are expected to complete all assigned coursework.** Teachers will check Virtual Instruction Day assignment completion and may count an assignment(s) as a graded assignment. Students will have five (5) school days, once school resumes, to complete all learning activities.

- Any student who fails to complete their remote learning day assignment within the five day timeframe will be marked as having an unexcused absence from school and will receive a zero on each graded assignment that was not submitted.

My child has an IEP or 504 Plan, so will his/her lesson be modified appropriately?

- The remote learning day lesson will be designed for students with special needs utilizing their program modifications, specially designed instruction (SDI) identified in their individualized education plans or 504 Plan. Upon return from a remote learning day, teachers of students with special needs will meet with their students to review work submitted, checking for completion and understanding.
- Any related services (Physical Therapy, Occupational Therapy, Speech, etc.) scheduled during the remote learning day will be rescheduled according to the frequency requirements of the students' individualized education plan or 504 Plan.

What happens in the event of a power outage or internet connectivity issue on a Virtual Instruction Day?

- In the event a student encounters an issue related to internet access or power outages, parents/guardians are to send an email stating what occurred to either Mrs. Kane (kanek@hopewellarea.org) or Mr. Hutsler (hutslerg@hopewellarea.org). **Under these circumstances, one additional day will be considered for coursework completion.**

Will after school activities be canceled on a Virtual Instruction Day?

- Continuation of after school activities will be determined and communicated with families after a review by administration.