

2020-2021 Safe & Responsible Return to Learn Plan

First Quarter | August 18, 2020 – October 26, 2020

100% Remote Instructional Model at Career Center

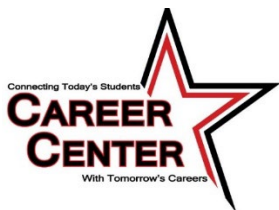
All Career Center students learn remotely through the OPS 1 to 1 technology initiative.

REMOTE LEARNING MODEL					
OPS Career Center					
	Monday	Tuesday	Wednesday	Thursday	Friday
	AZ – A-Day	AZ – B-Day	AZ – A-Day	AZ – B-Day	AZ – A-Day
7:40 – 8:00	Teachers send students a daily email with link(s) inviting students to the remote learning space(s). Teachers check Microsoft Teams pages / chats / post daily resources & links for lessons.				
8:00 – 9:15	Block 1	Block 1	Block 1	Block 1	Block 1
9:15 – 9:30	Transition	Transition	Transition	Transition	Transition
9:30 – 10:45	Block 2	Block 2	Block 2	Block 2	Block 2
10:45 – 11:30	Office Hours	Office Hours	Office Hours	Office Hours	Office Hours
11:30 – 12:00	Lunch	Lunch	Lunch	Lunch	Lunch
12:00 – 1:15	Block 3 (Eng/Math)	Block 3 (Eng/Math)	Block 3 (Eng/Math)	Block 3 (Eng/Math)	Block 3 (Eng/Math)
1:15 – 1:30	Transition	Transition	Transition	Transition	Transition
1:30 – 2:45	Block 4	Block 4	Block 4	Block 4	Block 4
2:45 – 3:05	Office Hours	Office Hours	Office Hours	Office Hours	Office Hours

Definitions
<p>Transition A fifteen-minute transition time is scheduled between remote synchronous sessions to allow teachers and students to have an opportunity for physical movement as well as to prepare their electronic workspace for the next course session.</p> <p>Office Hours Each day has designated times for teacher office hours. Each teacher will be available “live” to answer questions. Teachers will determine and share with students the best method of contact during these times. Students should be able to access teachers during any designated office hours regardless of A-day or B-day scheduling.</p> <p>*Differentiation Support Embedded in each synchronous session should be time for students in that course to engage in additional or differentiated supports provided by the teacher, co-teacher, or other school support staff.</p>

Schedule broken down by Course, Teacher Name, and Block

20-21 Career Center Virtual Schedule			Rev. 8-10-20			
Course	Instructor/Rm		B1	B2	B3	B4
			8:00 - 9:15	9:30 - 10:45	12:00 - 1:15	1:30 - 2:45
Collision Repair	Rebensdorf 259	S1	Panel Rem & Install 171281-701	Panel Repair 171291-702		Refinishing 171301-704
		S2	Refinishing 171301-701	Panel Rem & Install 171281-702		Panel Repair 171291-704
Auto Tech	Taff 367	S1	Steer. & Susp. 171331-701	Brake Systems 171341-702		Engine Rep. & HVAC 171371-704
		S2	Engine Rep. & HVAC 171371-701	Steer. & Susp. 171331-702		Brake Systems 171341-704
Auto Tech	Pippert 358	S1	Electrical 171361-701	Engine Performance 171321-702		Trans. & Diff. 171351-704
		S2	Trans. & Diff. 171351-701	Electrical 1-2 171361-702		Engine Performance 171321-704
Welding	Messerschmidt 261/262		GMAW 171201-701 Smaw 171211- 701	GMAW 171201-701 Smaw 171211- 701		Fab 1 171381 Fab 2 171391 Fab 3 171401
Construction	Arndt 344		Construction 1-2 180391/ 2 -701	Construction 1-2 180391/ 2-702		Construction 3-4 180401/2-704
Electrical	Smith 351		Electrical 1-2 170761/2	Electrical 1-2 170761/2		Electrical 3-4 170771/2
Digital Video	Hunter 254		DVP 1-2 132211/2	DVP 1-2 132211/2		DVP 3-4 132221/2 DVP 5-6 132231/2
IT PC Repair	Cleaver 253		IT PC Repair 132241/51-701	IT PC Repair 132241/2-702		IT PC Repair 132241/2-704
E.M.T.	Greger 243		EMT 074101/2-701	EMT 074101/2-702		EMT 074101/2-704
C.N.A.	DelCore 364		C.N.A. 074121/2-701	C.N.A. 074121/2-702		C.N.A. 074121/2 -704
C.N.A.	Wright 246		C.N.A. 074121/2-705	C.N.A. 074121/2-706		C.N.A. 074121/2 -708
C.N.A.	Raduechel 245		C.N.A. 074121/2-709	C.N.A. 074121/2 -710		C.N.A. 074121/2-712
Math	Beavers 347		A Day PCT 040401-701 B: MCC Applied Math	A: MCC Applied Math B: Pre Calc 040401 -702	A: Appl. Math 049121-702 B: Pre Calc Trig 040401	
English	Shaw 346		A: English 5-6 010471-701 B: English 7-8 010531-701	A: English 5-6 010471-702 B: English 7-8 010531-702	A: English 5-6 010471-703 B: English 7-8 010531-703	
Zoology	Leising Treddinick Zoo		B1 7:30-8:50	B2 8:50-10:20	12:20- 1:40	B4 1:40 -3:00
UNMC	Merrill Bird Gullick		x	x	Afternoon Only Beginning at 1:00	



Teaching Staff Remote Learning Commitments

1. Create daily lesson plans for 75-minute synchronous-asynchronous mixed learning sessions (real time interaction with students) on Microsoft TEAMS.
2. Create Microsoft Teams class page for each block with all assigned students in Infinite Campus. This will be the platform to provide the synchronous-asynchronous mix of learning, courses resources, and history. Include CC Program Director and Staff Assistant in each Microsoft Teams class page for instructional coaching.
3. Create an email Contact List for each block with all assigned students in Infinite Campus. Email each contact list each morning with the link to your learning session(s).
4. Deliver a 75-minute learning activity that is a synchronous-asynchronous mix at the times noted on the Bell Schedule.
5. Create a supportive online learning community.
6. Use the Gradual Release of Instruction. Use differentiation strategies for engagement such as a variety of large group, small group, and individual experiences.
7. Take attendance on Infinite Campus.
8. Clarify and emphasize grading practices.
9. Ask students for feedback early in the quarter.
10. Provide weekly parent communication on Learning Goals using IC Messenger.
11. Provide parent communication as per district practices on attendance, behavior, on-track.
12. Be "Live" or available during designated Office Hours 10:45 – 11:30 and 2:45-3:05. (TEAMS, Classroom Phone, Email)



Student Expectations for Remote Learning

1. Students will attend, access, and engage in Career Center synchronous-asynchronous mixed learning (real time interaction with students) during their scheduled time on Microsoft TEAMS.

*To ensure students can access the correct course and learning, teachers will send students: (1) a Microsoft TEAMS invite, (2) Calendar invite, and (3) follow-up email on their OPS email with the link.

2. Students will be expected to be on time and attentive.
3. Notify teacher of any connectivity issues preventing access to learning. Be specific and provide detail so we can tailor support in the most appropriate manner. Use email so documentation exists.
4. Students will follow established Remote Learning Class Norms.
5. Students will demonstrate proper digital citizenship when learning online and adhere to the OPS student code of conduct.
6. Students are expected to complete synchronous-asynchronous mixed learning activities assigned by the teacher.
7. Students will receive grades for synchronous-asynchronous learning activities as determined by the teacher.
8. Students will utilize teacher Office Hours (10:45 – 11:30 and 2:45 – 3:05) to connect for needed support. Students can email, request a TEAMS meeting be scheduled with the teacher, or call the teachers office phone.



Course Pacing Example for Remote Instruction

Each Class is 75 Minutes in Length

Block 1 example – 8:00 9:15

- 8:00 – 8:10** Daily Welcome, Tech Check, Daily Resources & Links, Icebreaker/Thought/Teambuilding – Attendance.
- 8:10 – 8:25** Learning Goal for the Day, Direct Instruction
- 8:25 – 8:35** Check(s) for Understanding, Formative Assessment
- 8:35 – 8:50** Asynchronous Activity / Assignment Shared or Independent Instruction
- 8:50 – 9:05** Synchronous Student Responses, Learning Goal Review
- 9:05 – 9:15** Lesson closure, emphasize grading of student work and deadlines.

**Exact times of differentiation are subject to change depending on the nature of the daily learning activities.*



Remote Learning Class Norms

Our classes will meet through the Microsoft TEAMS online conference system. Our success with online classes will depend on the same commitment we all bring to the physical classroom. We will adopt the same rules and norms. For everyone's benefit, join the course in a quiet place whenever possible. Identify and designate a space in your home for learning. Close browser tabs not required for participating in class.

- 1. Focus.** Be Present, ready to focus on the learning activity.
- 2. Undivided Attention.** Limit distractions, especially cell phone and or background noise from radio, TV, or other.
- 3. Be respectful of time.** Arrive to class on time.
- 4. Participation.** Engage in learning activities. Take notes, answer questions in the chat feature or course discussion board, ask questions using the hand raise feature.
- 5. Dress.** Wear classroom-ready clothing.
- 6. Audio & Video.** Turn Video on when requested. Mute your microphone unless you are speaking.
- 7. Restroom.** Use restroom only when you must during class. There is plenty of time before or after class to do this.
- 8. Focus.** Be Present, ready to focus on the learning activity



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Every Student. Every Day. Prepared for Success.