

# Waseca Public Schools \* Flexible Learning Day Plan

The purpose of this flexible learning day plan is to provide meaningful learning experiences aligned with current curricular objectives for students in the event of an unplanned school closing. In the event of a school closure, Superintendent will notify families if the day should be utilized as a flexible learning day. In the event of a flexible learning day, teachers will post expectations by 10 a.m. Teachers will be available via email and as communicated by the teacher (ex: Schoology) from 10 a.m. to 3 p.m. If the teacher will be available utilizing another option, s/he will communicate this with the students.

	ECSE	Hartley	WIS	JSH	ALC
<b>Plan</b>	<a href="#">Blizzard Bags</a> "What I Did Today" sheet	<a href="#">Kindergarten</a> <a href="#">1st grade</a> <a href="#">2nd grade</a> <a href="#">3rd grade</a>	<a href="#">Menu</a>	<a href="#">Assignments</a>	<a href="#">Overview</a>
<b>Student expectations</b>	<ul style="list-style-type: none"> <li>- Participate in activities</li> <li>- Return sheet</li> </ul>	<ul style="list-style-type: none"> <li>- Bring home the paper copy or access the electronic version</li> <li>- Complete the recommended number of activities</li> </ul>	<ul style="list-style-type: none"> <li>- Bring home the paper copy or access the electronic version</li> <li>- Complete 1 activity from each column</li> </ul>	<ul style="list-style-type: none"> <li>- Access Schoology</li> <li>- Complete assignment for each class</li> </ul>	<ul style="list-style-type: none"> <li>- Verify attendance</li> <li>- Access assignments in Schoology</li> <li>- Complete &amp; turn in assignments for each course</li> </ul>
<b>Due date</b>	Next school day	2 school days after	2 school days after	2 school days after	Next school day
<b>Parent/ Guardian/ Caregiver expectations</b>	<ul style="list-style-type: none"> <li>- Support child in learning activities</li> <li>- Complete and return sheet</li> </ul>	<ul style="list-style-type: none"> <li>- Support child in learning activities</li> <li>- Sign paper and return to school</li> </ul>	<ul style="list-style-type: none"> <li>- Support child in learning activities</li> <li>- Assist child to complete recording sheet</li> <li>- Sign paper and return to school</li> </ul>	<ul style="list-style-type: none"> <li>- Provide support as needed</li> </ul>	<ul style="list-style-type: none"> <li>- Provide support as needed</li> </ul>
<b>Teacher expectations</b>	<ul style="list-style-type: none"> <li>- Ensure Blizzard Bags contain necessary supplies</li> <li>- Send Blizzard Bags home with child</li> <li>- Discuss sheet during circle time</li> </ul>	<ul style="list-style-type: none"> <li>- Communicate contact information to students and families</li> <li>- Ensure students have login information for access to technology programs</li> <li>- Provide paper copies and online access to plan</li> <li>- Be accessible via method communicated to families from 10 a.m. to 3 p.m.</li> <li>- Review students' sheets upon return</li> </ul>	<ul style="list-style-type: none"> <li>- Communicate contact information to students and families</li> <li>- Ensure students have login information for access to technology programs</li> <li>- Provide paper copies and online access to plan</li> <li>- Be accessible via method communicated to families from 10 a.m. to 3 p.m.</li> <li>- Review students' sheets upon return</li> </ul>	<ul style="list-style-type: none"> <li>- Communicate contact information to students and families</li> <li>- Ensure students have login information for access to technology programs</li> <li>- Create assignment that will take students no more than 15 minutes per class</li> <li>- Include plan in syllabus</li> <li>- Provide paper copies and online access to plan</li> <li>- Be accessible via method communicated to families from 10 a.m. to 3 p.m.</li> <li>- Answer any questions the next school day</li> <li>- Review students' work upon return</li> </ul>	<ul style="list-style-type: none"> <li>- Verify student attendance in Infinite Campus by 3:45 p.m.</li> <li>- Create a "Flexible Learning Page" in Schoology for each course</li> <li>- Keep page updated</li> <li>- Provide contact information</li> <li>- Ensure students are aware of login information for digital tools</li> <li>- Check and respond to email and voicemail at least twice in the morning &amp; twice in the afternoon</li> <li>- Assist students to complete work</li> </ul>

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## **Non-Classroom Teachers**

Social workers  
Guidance counselors  
Speech  
Media specialist  
Technology support  
TOSAs  
Nurses  
Intervention teachers

On a flexible learning day:

- Develop an action plan for the day.
- Communicate an action plan to the principal or supervisor by 10 a.m.
- Reflect on your accomplishments for the day and communicate this reflection via email to the principal or supervisor by 3 p.m.
- Utilize digital communication tools for virtual meetings if necessary.

THINK BLUE



ACHIEVE GOLD!

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