OCON Virtual Learning Community

PLANNING GUIDE

2021-2022 SCHOOL YEAR

GRADES 2-4

oconDRIVEN

CONTENTS

HOW TO USE THIS DOCUMENT

This booklet includes 2021-2022 Ocon Virtual Learning Community (OVLC) program planning information for Oconomowoc Area School District (OASD) families. If you have questions about the OVLC, please contact OASD Director of Instructional Technology and Innovation Michele Koper at KoperM@oasd.org.

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Nondiscrimination: The Oconomowoc Area School District provides assurance that no student is discriminated against because of the student's sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability.

MISSION

OCON Virtual Learning Community (OVLC) will serve as a high-quality, full-time education option for students living within the Oconomowoc Area School District (OASD). The OVLC will stand as an alternative education setting to in-person instruction, operating in partnership with OASD staff. The OVLC will seek to blend the best practices of remote teaching and learning with students' opportunities to participate in in-person coursework, co-curricular activities, or athletics at Oconomowoc High School (OHS), Nature Hill Intermediate, and Silver Lake Intermediate Schools. The OVLC will operate for students in grades 5-12 during the 2021-2022 school year.

VISION

HIGH QUALITY VIRTUAL TEACHING AND LEARNING

- Communication, Presentation, Personalization, Reflection
- Interaction and Engagement
- Relationships

ACTIVE ENGAGEMENT STRUCTURES AND STRATEGIES

- Core Content
- Personalized Inquiry
- Student Portfolio

COMMUNITY OF LEARNERS

- Synchronous Activities as a Classroom Community
- Peer Discussions and Interactions
- Social and Emotional Supports
- Individual and Team Learning Tasks

AUTHENTIC FEEDBACK

- Acknowledgement vs. Feedback
- Formative Checks for Understanding
- Self-Directed Feedback Toward Course Goals

WELCOME TO THE ELEMENTARY OVLC 2021-2022

The OVLC will continue to serve as an educational option for our OASD students in grades 2-4 for the 2021-2022 school year.

WHY LEARN WITHIN THE OVLC?

While we know learning remotely is not for every student, we understand certain students thrive in a virtual setting. A successful virtual learner typically:

- Craves flexibility when they learn, how they learn, and what they learn.
- Thrives in an independent learning environment.
- Is technologically savvy.
- Is driven to succeed academically.
- Has supports in place within their home environment when learning issues arise.

IMPORTANT OVLC 2021-22 REGISTRATION INFORMATION

Between May 14-24, 2021, families will be asked to complete a form indicating their learning commitment for the 2021-22 school year. This will be a formal commitment to either OVLC or in-person learning for the entire 2021-2022 school year. Families who are unsure at this time will be included in their elementary school's in-person roster. There may be an option to choose OVLC in August if space is available, but we cannot guarantee space in the OVLC after the May 23 deadline.

OVLC INFORMATION FOR ELEMENTARY SCHOOL FAMILIES

OVLC Full-Time Students

Students who select the elementary OVLC for the 2021-2022 school year will be enrolled as OASD students, yet will maintain a virtual learning setting for the entire year.

OVLC Elementary Student Commitment

Once a student enrolls as an OVLC full-time student, they will not be able to transition back to in-person instruction for any reason within that calendar year.

OVLC Students Accessing Elementary Face-to-Face Courses/Activities/Clubs

Students who register for OVLC grades 2-4 will not have access to in-person classes or clubs within their neighborhood school for the 2021-2022 school year. OVLC students and teachers will develop opportunities for optional, in-person class gatherings at different times during the year. The goal of in-person gatherings will be to develop social and emotional skills, as well as community culture within the OVLC.

OVLC Elementary Teaching Staff

The OVLC teachers and staff will be certified teachers from OASD. Teachers will be selected based on effective practice as a remote instructor. The OVLC teachers may be responsible for supporting multiple grade-levels within a student teacher ratio of approximately 25-30:1.

Curriculum and Course Options

OVLC teachers will utilize an evidence-based digital curriculum resource for the core areas of reading/language arts, mathematics, science, and social studies. This digital curriculum resource will be aligned to the WI Model Academic Standards and developed to reflect the learning targets taught to students learning within in-person environments. Students can expect to spend the majority of their learning time engaging within the digital learning platform. The instructors will monitor and evaluate student work within this digital curriculum, then determine opportunities to meet with OVLC students to provide additional small group or 1:1 instruction during scheduled Zoom meetings.

Students will also participate in a digital physical education, music, and art course instructed within the selected digital curriculum.

Grading and Transcripts

All OVLC students will earn grades following the same policies as in-person students at our in-person elementary schools. The OVLC teachers may choose to modify the report card when necessary to more accurately reflect remote learning outcomes.

On-Boarding Expectations for OVLC Students

All registered OVLC students will be required to participate in a Virtual Learning Seminar the first week of school. Specific dates and times will be shared in June. This seminar will provide the onboarding necessary for students to:

- Gain familiarity with the District approved digital curriculum.
- Self-reflect on virtual learning best practices and set a plan for success.
- Develop a community with other OVLC learners.
- Build relationships with OVLC staff before the start of the school year.
- Have an awareness of OVLC policies and procedures.

POLICIES & PROCEDURES

All students in the OVLC will be subject to the same student expectations outlined in the OASD Elementary School Handbooks. The following procedures are specific to the OVLC and may vary from the OASD Student Handbooks. OVLC students must follow the below procedures:

ATTENDANCE

It is expected that students will log in and access their digital learning tasks daily, Monday through Friday. If attendance is not possible due to illness, family emergency, or personal necessity, the following procedures must be followed:

Absence

When your child cannot participate, engage, or complete daily virtual learning tasks, the child's guardian is expected to indicate the student's absence using Skyward. Consistent absences will be subject to attendance policy language, as stated in the OASD Elementary School Student Handbooks based on the grade level of the student in question.

Minimum Attendance Requirement for Daily Virtual Learning

Instructors will communicate daily synchronous (live) and asynchronous (offline) learning tasks for a course or content area. Students will be recorded as "attended" in Skyward if they participate in the learning expectation. If a student can't attend a synchronous session yet pre-arranges an alternative method to demonstrate daily learning requirements were met, the student will be recorded as "attended" for that daily course or content area.

Grading and Reporting

All students within the OVLC will receive a trimester report card, similar to their peers learning within in-person OASD schools.

Grades 2-4:
- All Core Subject Areas will be graded using a standards-based grading indicator (4, 3, 2, 1) representing (4) advanced, (3) proficient, (2) basic, and (1) minimal understanding and application of learning goals aligned to content-area standards.
- All Specials/Explore subject areas (art, music, physical education, and STEM) will be graded using the following indicators:
  - Advanced engagement and participation
  - Met learning expectations
  - Minimally met learning expectations

As Board policy states, the teacher is granted the final discretion when recording final grades. Guardians who wish to challenge a final academic grade must submit a written request to the OASD Director of Curriculum and Instruction no later than ten days after final grades are posted in Skyward Family Access.   The OASD Director of Curriculum and Instruction will review whether the teacher's grade for the student complies with the OASD grading policy language and makes a final determination. The OASD Director of Curriculum and Instruction's decision is final.

INSTRUCTIONAL PROGRAM EXPECTATIONS

Topic	Expectations
Time	Students will be expected to engage in synchronous and asynchronous daily learning tasks for approximately 4-6 hours daily.
Content Management Platform	- Courses for grades 2-4 will be managed in Canvas or Google Classroom. - Grades 2-4 will utilize District approved physical and digital Curriculum.
Instructional Strategies and Expectations	All teachers will be required to use the following virtual instruction techniques: - Synchronous whole class meetings. - Synchronous small group and/or individual meetings based on performance as a remote learner within core content areas. - Peer Discussions (both synchronous and asynchronous). - Formative and summative assessments. - Daily independent learning tasks.
Technical Equipment Necessary	- Internet Access. - Remote Workstation. - Home supports where necessary.

ASSESSMENT SCHEDULE

Ocon Virtual Learning Community students will participate in District and Wisconsin Student Assessments as required by local school board policy and state law. The District Assessment Schedule is published and communicated to families before the school year. Some testing may occur remotely at home via the internet, while other assessments must be completed in-person at an OASD school.

OASD administers the Measures of Academic Progress (MAP) in reading and math to students in grades 5K to grade 8. Students take MAP tests on a computer, Chromebook, or iPad, and results are combined with classroom assessments to inform instruction throughout the school year. Students may also participate in other assessments (e.g., Early Literacy Screener, Pre-ACT, etc.), depending on their grade level and Individual Education Plan.

The Wisconsin Student Assessment System (WSAS) is a comprehensive statewide program designed to provide information about what students know in core academic areas and whether they can apply what they know. The WSAS includes:

- The Wisconsin Forward Exam is administered in different content areas during the following grades:
  - Grades 3-4: English Language Arts (ELA) and mathematics
  - Grades 4: Science and Social Studies

The Every Student Succeeds Act (ESSA) requires all states to test all students in English Language Arts (ELA) and mathematics in grades 3-8 and once in high school. ESSA also requires students to be assessed in science once each grade span (3-6, 7-9, and 10-12 grades). Student performance on these assessments is reported in proficiency categories and used for accountability determination at the school, district, and state levels. Wisconsin State statute also requires students to take grade 9 and grade 10 assessments and the social studies test. These tests together create the Wisconsin Student Assessment System.

TECHNICAL SUPPORT

The District will provide OVLC students in grades 2-12 with a Chromebook, consistent technology tools and resources, and technical support. Students will need access to consistent and dependable internet. If students do not have this type of access, the District will work with families on an individual basis to identify a solution.

TECHNOLOGY RESOURCES & HELP DESK

- The OASD Help Desk Phone Support will be available to all students and families on school days. The OASD Help Desk Phone Support line can be reached at 262-560-2126 or at helpdesk@oasd.org.
- Students and families will have the ability to submit a help desk ticket through student Chromebooks.
- The Technology website is available to all students and families with technology learning resources and troubleshooting tips.
- Insurance is available and encouraged for all Chromebooks.

STUDENT & FAMILY LEARNING OPPORTUNITIES

- The OVLC will offer orientation courses and activities for students at the start of the school year to develop and strengthen student digital learning and technology skills.
- Parent technology workshops, online resources, and tutorials will be available.

STUDENT SERVICES & SPECIAL EDUCATION

SPECIAL EDUCATION/504

Students with disabilities will receive the accommodations, services, and specially designed instruction within their IEP or 504 plan while enrolled in the Ocon Virtual Learning Community.

- IEP and 504 teams will work together to determine what adjustments to services and accommodations are necessary based on the virtual environment. An IEP meeting may need to be scheduled to reflect the adjustments.
- As applicable, your child will receive online support from a Learning Strategist, Speech and Language Pathologist (SLP), or Related Service Provider (Occupational Therapy, Physical Therapy). It may be a mix of your child's current school team or a different Learning Strategist or other staff assigned only to support the online learning environment.
- Specially designed instruction listed in your child's IEP will happen virtually through synchronous and asynchronous instruction and support. The frequency and amount will be specific to each child.

STUDENT SERVICES

Participating in a fully online learning environment may be a challenge for some learners. OASD is committed to supporting all students' social-emotional needs as we navigate this time together and develop an online learning community.

- Positive Behavioral Interventions and Supports (PBIS) Lessons will also be developed to support the online learning community. Digital citizenship and expectations will be critical for students while working in an entirely virtual environment.
- Counselors and Student Services staff will be available at all levels to virtually support students' needs around trauma, mental health, resilience, substance use or abuse, and more.
- The district will continue to partner with area providers in mental health such as the National Alliance on Mental Illness (NAMI), Rogers Behavioral Health, Family Service of Waukesha, Student Family Assistance Program, and Gals Institute. These partnerships will ensure our students and families within OVLC get the mental health support they need.

COURSE OPTIONS & TYPICAL SCHEDULE

GRADES 2 – 4 COURSE OPTIONS

Type of Course	Course Title	Instructional Model Utilized
Core All students will receive daily instruction.	Reading & Language Arts Mathematics Science Social Studies	• Daily, independent digital lessons through an OASD approved digital curriculum tool. • OVLC Teacher Live Sessions: o Teacher will work with the student to determine the weekly frequency of small group or 1:1 live sessions reflective of their performance as a remote learner. • Teachers may increase the frequency of live sessions if available.
Specials All students will receive a weekly instructional lesson or activity that allows the student to explore learning goals aligned with content area standards.	Art Physical Education General Music	• The course will be instructed through our approved digital curriculum tool.
Social-Emotional Support and Academic Intervention	Optional In-Person Class Activities	The OVLC Instructor will schedule opportunities for students to gather together face-to face within one of our OASD schools for the purpose of social and emotional activities, as well as school community events.

EXAMPLE: GRADES 2 – 4 WEEKLY SCHEDULE*

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:30-9:00 a.m.	Live Morning Meetings: Community Building and Supporting Remote Learning Best Practices				
9:00-10:00 a.m.	Live Support Session w/ Reading/Language Arts Teacher	Reading/Language Arts Independent Coursework	Live Support Session w/ Reading/Language Arts Teacher	Reading/Language Arts Independent Coursework	Reading/Language Arts Independent Coursework
10:15-11:15 a.m.	Math Independent Tasks	Live Support Session w/ Math Teacher	Math Independent Tasks	Live Support Session w/ Math Teacher	Math Independent Coursework
11:30 a.m.-12:15 p.m.	Live Support Session w/ Science Teacher	Core Work Time Independent	Live Support w/ Social Studies Teacher	Core Work Time Independent	Peer Group Meeting
12:45-1:45 p.m.	Elective Work Time				
2:00-3:00 p.m.	Independent Work Time Access Teacher Support Small Group Meetings Peer to Peer Group Meetings				
3:00-3:30 p.m.	Afternoon Classroom Live Meeting (Student is required to attend either morning or afternoon meeting, daily)				

*This is an example schedule. The daily schedules and teacher/class assignments will be heavily dependent on enrollment numbers.