



# Home of the Longhorns

## Distance Learning Plan

### District

As a result of actions taken by the Oklahoma State Board of Education and because of executive order of Governor Stitt, Alex Public School campuses will remain closed and all extra-curricular activities have been cancelled throughout the remainder of the academic year. Starting on April 6th, 2020 Alex Public Schools will be implementing a Remote Continuous Learning Plan for all students enrolled in Alex Public Schools. It is the intention of the Board of Education to develop, implement, and deliver a Remote Continuous Learning Plan that will allow students to remain on track, while also protecting what is most important—their health and well-being.

- **Contact Information** – Please contact your child’s school to ensure we have the most up-to-date phone number, email and address on file for your family. This will be important so that we can communicate often.
- **Office Hours** – The intention of the Alex Board of Education is to protect students and staff to the greatest extent possible. Therefore, administrators and teachers will be available to education stakeholders through telephone and/or videoconferencing only. The business office has office hours of Monday through Friday 9:00 am to 12:00. Each building principal will have office hours every Tuesday from 9:00 am to 12:00pm and will be available as needed. Teachers and support staff will work from home as much as possible and only occupy their work stations as needed to fulfill Alex Remote Continuous Learning Plan.
- **Technology-** We know some students may need assistance with access to technology devices and internet access. We are working to help fill this gap for students. You can help us determine the level of need across the district by contacting your child’s teacher.
- **Paper/pencil Packets** – Alex Public Schools will make available to any student wishing to use a paper/pencil packet as an alternative to any assignment requiring technology. Any parent who wishes to take advantage of the paper/pencil packet will need to contact their child’s teacher as soon as possible.
- **Access to Buildings** – For the duration of this academic year, under no circumstances will students/parents be granted access to the school building. If you need something out of a locker, please contact the school and the school will make arrangements for the contents of your locker to be boxed up and made available for you to pick up.
- **Meals** – Alex Public Schools are providing free meals for delivery or pick up. The expectation for meals at this time will be for our food service provider, Keystone, to offer a hot lunch and a refrigerate/re-heat breakfast for the next day. A one week menu will be placed on our school website, [www.alex.k12.ok.us](http://www.alex.k12.ok.us), A staff member will be contacting Parents and/or students, when appropriate, to inquire about meal options with each new menu cycle. Deliveries leave Alex High School at 10:30 am. Hot lunch pick-ups will be available from 10:30 am until noon Monday through Friday.
- **Social-Emotional Services** – Alex Public Schools employs two counselors who will be made available to any student wishing to talk to a certified counselor. Mrs. Charissa Byrne (405-974-



1741) and Mr. Justin Doty (405-323-0548). If you or anyone you know needs or wants to talk to a counselor during this Remote Continuous Learning time, please contact

- **Special Education Services** – It is the expectation of the Alex Board of Education to continue to offer those services normally made available to students who are placed on an Individualized Education Plan. Occupational therapy and Physical Therapy are working on developing activities that can be performed by the student at home under the supervision of the parent. Speech Path services will be performed via paper/pencil packets and phone contact and videoconferencing as needed. Alex Public Schools has chosen the videoconference software ZOOM as the preferred method of videoconferencing. Resource room teachers will also be available by telephone and/or videoconference. It is our expectation to provide lessons which meet all the requirements of your child's academic plan and to make our teachers available to help children with any academic needs as they arise.
- **Other Resources** - Please visit our website at [www.alex.k12.ok.us](http://www.alex.k12.ok.us) for information about free breakfast and lunch for all children, as well as for resources regarding the prevention of COVID-19.

## ELEMENTARY

- It is the expectation of Alex Elementary for teachers to create academic lesson plans appropriate for remote continuous learning. Teachers will be responsible for contacting all parents of students under their supervision and collaborating with individual parents to customize a learning plan for each student. Lessons will be designed, developed, and made available for dissemination according to the preferred method established by the initial communication between parents and the teacher. Lessons and resources will be available virtually and/or paper/pencil. Elementary teachers and all classroom aides assigned to the teacher will make contact with the parent and/or student (when appropriate) once a week by phone or videoconferencing. Teachers and teacher assistants will maintain a log of attempted contacts and indicate on the log the success or failure of each contact attempt. Teachers will also schedule weekly office hours to be available by phone or videoconferencing to assist students and/or parents with the assigned student learning activities. In addition to individualized telephone and/or videoconferencing, teachers and teacher assistants will work together to schedule group telephone or videoconferencing meetings in order for students to be able to interact with their teacher and each other doing lessons developed for group work. Alex teachers will collaborate virtually to develop as many multidisciplinary lessons as possible to ensure students continue to be exposed to all subject areas including electives and physical education. Lessons will be disseminated in two blocks of 3 week units and include regular activities and optional enrichment activities.
- Lessons completed by the students will not be returned to the teacher. Parents will communicate with the appropriate teacher and provide a photo or email copy of the student work product. For those parents who do not have the capacity to provide a digital copy of the student work product, please communicate with the school so other arrangements can be made.
- **Assessments** – State assessments have been cancelled for this academic year. Teachers will use previously collected data from local assessments to make determinations regarding promotion/retention. Parents will be contacted and consulted with prior to any decisions made on retention.



## HIGH SCHOOL

- Alex High School teachers will provide Remote Continuous Learning lessons to students enrolled in specific subjects. Teachers will collaborate virtually with elective teachers to create as many multidisciplinary lessons as possible to include all subjects including STEM education, the arts, and Physical Education.
- Subject specific teachers will make contact with parents and/or students (when appropriate) to ascertain the delivery method of the remote learning plan lessons.
- Teachers will create a contact log of all attempted phone and/videoconferencing contacts and include a description of the success or failure of each attempt.
- Teachers will create office hours where they will be available virtually to assist parents and/or students with learning activities
- Teachers, students, and parents will develop and implement a plan to return (virtually or paper/pencil) completed student work products.
- Alex High School seniors have met or have had missing graduation requirements waived by the State Board of Education. This applies only to students who Mrs. Byrne and Mr. Tolson have classified as students eligible for HS Graduation prior to the end of the 3<sup>rd</sup> nine weeks of the 2019-2020 school year.
- Alex administration is working on a second semester assessment procedure and a plan to assign grades/credits for students in the 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup>

Thank you,

Dr. Jason James, Superintendent  
Alex Public Schools