**Middle School Instructional Framework for Distance**

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| ***Monday*** | ***Tuesday*** | ***Wednesday*** | ***Thursday*** | ***Friday*** |
| ELA: IXL Task  Social Studies: IXL Task  Math: Lesson/Activity  Science: Lesson/Activity | ELA: Lesson/Activity  Social Studies: Lesson/Activity  Math: IXL Task  Science: IXL Task | SEL Activity  Electives: Weekly Assignments  Core Subjects: Student Choice (reading, make-up work, extra IXL) | ELA: IXL Task  Social Studies: IXL Task  Math: Lesson/Activity  Science: Lesson/Activity | ELA: Lesson/Activity  Social Studies: Lesson/Activity  Math: IXL Task  Science: IXL Task |

**Guiding Principles**

* The goal of all lessons, activities, and IXL assignments will be to review and reinforce previously learned material or skills. No new concepts will be introduced. This helps to address the issue of equity or access.
* We will stagger the introduction of lessons, activities, and tasks throughout the week to help our students from feeling overwhelmed. They can complete the assigned tasks at any time during distance learning to provide flexibility.
* Our focus in grading will solely be to help students raise their grades. There will be no negative impact to a student’s grade if they do not participate in any of these activities.

**Lessons and Activities**

* Core subject teachers will create two lessons with activities a week. Teachers can utilize many different formats to do this including, slides, videos, discussions boards, Zoom meetings, blogs, etc.
* Elective subject teachers will create a weekly assignment for students with activities to do throughout the week at a time that is convenient to the student. The assignment must set up so that students have a way to communicate their participation with their teacher.
* Teachers will communicate the lessons and assignments via Canvas on the appropriate day for their subject by 8:30 a.m.
* Teachers will check student work and provide feedback throughout the week.
* Core subject teachers will assign one grade per week based on the student’s participation in the activity. No matter how much of the activity a student completes, they will receive a full participation credit for that assignment.
* Elective teachers will assign two grades per week based on the student’s participation in their activities. No matter how much of the activities a student completes, they will receive a full participation credit for those assignments.
* Lessons will be approximately 30 minutes in length.

**STUDENT COMMUNICATION**

* Teachers will communicate globally with students on a daily basis.. This could include communication about IXL, lessons & activities, social-emotional learning, sending messages of encouragement, making announcements, etc.
* Teachers will communicate individually with students with a grade of “D” or “F” on a weekly basis.
* Administrators will send out a shared communication log with teachers so that they can record which individual students/parents they are communicating with on a weekly basis.
* Teachers are responsible for completing the log each week by Friday.
* See sample Communication Tracker here: <https://docs.google.com/spreadsheets/d/1BEeH3b9sOfaoZkXFePuYas7YyBVcUnUHq09RkYX3HwM/edit?usp=sharing>

**SOCIAL -EMOTIONAL LEARNING**

* Counselors will be putting together a weekly social-emotional learning activity for students to participate in.
* Counselors will communicate the details of those activities with teachers.
* Teachers will deliver these activities to students in their advisory classes. Teachers will monitor and interact with student responses to these activities.
* There will be no grades assigned for these tasks.

**IXL TASKS**

* Teachers will assign specific skills to students. Teachers should select skills that have already been covered and/or are important to reinforce with students. Teachers should keep in mind that IXL work should take approximately 30 minutes to complete.
* Teachers will communicate which skills are assigned via Canvas on the appropriate day for their subject by 8:30 a.m.
* Teachers can encourage students to strive for a Smart Score of 80 to demonstrate proficiency. However, students do not have to attain this score.
* Teachers will assign one grade per week based on the student’s participation in IXL. No matter how much time a student spends on the assigned skills, they will receive a full participation credit for that assignment.

**ADDITIONAL GRADING INFORMATION**

* Again, the goal of grading during this time is to provide opportunities for students to raise their grades. No student’s grade will go below its current percentage.
* Teachers may need to allow students to redo previous tests or quizzes that currently are having a significant negative impact on a student’s grade. Teachers can develop alternative means of assessing a student’s knowledge of a skill in order to replace or raise previous test or quiz scores. This particularly applies to students who are working to raise their grade to a “C.”
* When students do not participate in IXL, lessons, activities, etc. teachers will need to excuse those tasks so that there is not a negative impact to a grade.
* Teachers will need to leave due dates open in Canvas so that students are able to complete tasks at any time during the distance learning period.

**RESOURCES**

[Teacher Remote Learning Page](http://get.everfi.com/teacher-remote-learning/)