Snow Day Guidelines

Snow Day Protocols

- If there is a chance of snow in the forecast, the administration will communicate with teachers and direct them to send devices and chargers home with students. (You will receive an all-call if a snow day is issued).
- Teachers will need to remember to take their devices home as well.
- In order to assist students who may have connectivity issues teachers and students may choose to download assignments to Google Classroom before leaving the classroom.
- Teachers are expected to work from home on snow days.

- Implementation of these Guidelines may be adjusted to meet the individual needs of a student with a disability, as documented in an IEP or Section 504 Plan.

K-4 Virtual Snow Day Guidance

- Teachers will post information about the day's learning and assignments via our Learning Management System (Google Classroom, Textbook, etc) by 9:00 am.
- Teachers will be expected to hold office hours and be available for questions and communication with students and parents from 8:00 am - 3:00 pm.
- Teachers are expected to meet their students in Google Meet at 9:00 am and 12:30 pm to Check In. During this time teachers will: welcome students, review expectations, review how to communicate with the teacher, review the directions, answer questions, and provide guidance about the day's assignments and activities.
- Teachers will be expected to make every effort to assign learning opportunities that are within context of the pacing guide and the natural scope and sequence of their curriculum. In some cases, this will mean that the day's planned lesson (asynchronously) will be converted to a digital format for student completion and in other cases the teacher may decide to plan review lessons if appropriate.
  - Rule of Thumb:
    - To complete the entire day's course work (assignments, tasks, reading, video, etc) it could take approximately 3 hours.

- · K-4 e-Learning Snow Day Schedule:
  (Teachers have flexibility to move core subjects around)
  - 9:00 am - Check In # 1:
    - § Math (DMR, Reflex, Math Assign)
    - § Writing (Writing Assign., Independent Writing)
    - § Specials (Art, Music, PE, Computer Lab, or Library)
    - § Lunch
  - 12:30 pm - Check In # 2:
    - § Reading (Reading Assignment(s), Sustained Silent Reading, Waterford or Computer Reading Program)
    - § Word Study (Word Study Assign)
    - § Complete all assignments for the day

- We encourage all students to check in with the teacher at the assigned times, but it is not mandatory.
- Most students should be able to complete the work and tasks assigned independently requiring little additional guidance from adults or teachers.

Virtual Learning Snow Day Attendance Procedure: Student's attendance will be monitored by the teacher and documented in PowerSchool (SIS). The quality of work, progress made towards learning outcomes, and work completion will determine a student's attendance and grade.

- If students complete the assigned work for two or three Core Subjects (Reading, Math, Writing) they are considered present.
- If students complete the assigned work for one Core Subject they are considered present 1/2 day.
- If students do not complete any assigned work they are considered absent.
- Students will need to complete all assignments and tasks upon return to school unless the school has documentation that they do not have internet access. Students who do not have internet access will be provided up to 3 days to complete all assignments and tasks.
- All students' attendance will be default to present on a snow day.   Official attendance for each snow day will be taken 3 days after students have returned from the snow day.

Counselors: Post guidance lessons for students

Interventionists: Post lessons for students in their groups

Literacy Coaches: Post lessons for students in their groups

Speech/OT/PT: Meet virtually with students

PreSchool: Send home packets and check in on each student

- Elementary Admin: Come to work.
- Elementary Secretary: Come to work.

5th - 12th Grade Snow Day Guidance

- The teacher office hours will be 8:00 AM – 3:00 PM
  - Teachers will be available based on the schedule listed below for communication with students during the snow day.
- Teachers will be required to check-in each period on the schedule below to explain expectations /instructions for the day.

Hazelwood Middle School
Modified eLearning Snow Day Schedules

Grade 5	5th - 3 Teacher Team	5th - 2 Teacher Team
9:00 - 9:40 am (40)	Block 1	Block 1
9:45 - 10:25 am (40)	Specials	Specials
10:30 - 11:20 am (50)	Block 1	Block 1
11:25 - 12:00 pm (35)	Block 2	
12:00 - 12:30 pm (30) Lunch		
12:35 - 1:25 pm (50)	Block 2	Block 2
1:35 - 3:00 pm (85)	Block 3	

Hazelwood Middle School
Modified eLearning Snow Day Schedules

Grade 6	6th - 3 Teacher Team	6th - 2 Teacher Team
9:00 - 9:40 am (40)	Specials	Specials
9:45 - 11:20 am (95)	Block 1	Block 1
11:25 - 12:00 pm (35)	Block 2	Block 1
12:00 - 12:30 pm (30) Lunch		
12:35 - 1:30 pm (55)	Block 2	Block 2
1:35-3:00pm (85)	**Block 2**	Block 2

Highland Hills Middle School
5th Grade Two Teacher Team

9:00-9:40	Core Rotation #1 (40)
9:45-10:25	Elective
10:30-12:00	Core Rotation #1 (90)
12:00-12:30	Lunch
12:35- 3:00	Core Rotation #2 (145)

Highland Hills Middle School
5th Grade Three Teacher Team

9:00-9:40	Core Rotation #1 (40)
9:45-10:25	Elective
10:30-11:20	Core Rotation #1 (50)
11:25-12:00	Core Rotation #2 (35)
12:00-12:30	Lunch
12:35-1:25	Core Rotation #2 (50)
1:30-3:00	Core Rotation #3 (90)

Highland Hills Middle School
6th Grade Three Teacher Team

9:00-9:40	Elective
9:45-11:15	Core Rotation #1 (90)
11:20-12:00	Core Rotation #2 (40)
12:00-12:30	Lunch
12:35-1:25	Core Rotation #2 (50)
1:30-3:00	Core Rotation #3 (90)

Scribner Middle School

Time	7/8	6	5
9:00 - 9:40	Period 1	Core Rotation 1	Core Rotation 1
9:45 - 10:25	Period 2	Core Rotation 1	Core Rotation 1
10:30 - 11:10	Period 3	Core Rotation 2	Elective
11:15 - 11:55	Period 4	Elective	Core Rotation 2
12:00 - 12:30	Lunch		
12:35 - 1:20	Period 5	Core Rotation 2	Core Rotation 2
1:25 - 2:05	Period 6	Core Rotation 3	Core Rotation 3
2:10 - 3:00	Period 7	Core Rotation 3	Core Rotation 3

Grades 7-12   Prosser

First Period	9:00-9:40		AM Session	9:00-11:10
Second Period	9:45-10:25		Lunch /Prep	11:15 -12:30
Third Period	10:30-11:10		PM Session	12:35- 2:45
Fourth Period	11:15-11:55			
Lunch	Noon-12:30			
Fifth Period	12:35-1:20			
Sixth Period	1:25-2:05			
Seventh Period	2:10 - 3:00			

- Teachers will be expected to make every effort to assign learning opportunities that are within context of the natural scope and sequence of their curriculum. In most cases, this will mean that the day's planned lesson (asynchronous) will be converted to a digital format for student completion.
  - Rule of Thumb

- To complete one period of course work (task , video, reading, chat room, etc.) could take up to 30 minutes for a student to complete.
- Most students should be able to complete all work and tasks assigned independently requiring little additional guidance from adults or teachers.

- Students will be provided (3) three school days to complete all eLearning Day assignments and tasks upon return to school. Students without access to their email/phone or device may turn in their completed work for evidence of attendance.
- All students' attendance will be default to present on a snow day. Official attendance for each snow day will be taken 3 days after students have returned from the snow day.

11-21-20
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