****

**HAMBLEN COUNTY DEPARTMENT OF EDUCATION**

**210 East Morris Boulevard**

**Morristown, Tennessee 37813**

**Phone (423) 586-7700**

**Summary of Virtual Online Learning Expectations**

1. Students must be dressed and ready to learn. School dress code applies.
2. Elementary students (K-5) need to attend at least 80% of the Google Meet offerings for the week unless arrangements have been made through the teacher and principal for less.
	1. For example, if the teacher has one Google Meet per day, the student must attend 4 of the 5 Meets that week.
3. Middle and high school students (6-12) must attend 100% of their Google Meets to be counted present for each class period.
4. Students need to have a clear background with no distractions.
	1. Suggestions for accomplishing this expectation:
		1. Turning the volume down on the television, radios, etc.
		2. The computer facing a wall so the wall is the background.
		3. If the student cannot be in a room alone, please make sure that voices are low, appropriate conversation and language are taking place, and all people are appropriately dressed.
	2. Parents who need to speak with the teacher cannot do it during the Meet. They must reach out to the teacher through e-mail or phone call to the school.
	3. Parents cannot provide answer assistance to the student during the Google Meet.
	4. The camera must remain on during Google Meets. Students must be engaged in the lesson and avoiding activities that are a distraction to others.
5. Students, not parents, must be completing the work. If your student needs additional support, please contact the teacher during the teacher’s office hours.
6. Students need to complete and turn in assigned classwork by the due date established by the teacher unless the child has made other arrangements with the teacher and principal.
7. Additional Service (RTI, ESL, SPED) Google Meets are mandatory. Your child must be present to receive live intervention and instruction. Interventions **are not effective** in helping struggling students via a recorded session.
8. If your child is sick and unable to complete classwork and/or participate in live instruction, a doctor’s note or parent note will need to be submitted to the school for it to be an excused absence. Student work will need to be completed as make-up work.
9. Students can have no more than 5 Unexcused absences to remain a virtual online learning student. After 5 Unexcused absences, the Hamblen County Graduation Coaches will contact the parents and truancy consequences may apply.
10. In grades 2-12, students must maintain a “C” average in order to remain a virtual online learning student.
11. In the event that the student is not participating in Google Meets, and/or failing to turn in assignments, or not complying with the listed expectations, the student may be required to return to in-person learning at the end of the nine weeks. Each decision regarding these students will be made on a case by case basis after the review of the student’s grades, attendance, and teacher behavior referrals. If you have any questions about your child’s academic progress, please contact the virtual teacher or your child’s school.