

Mrs. Milam's Virtual Policies and Procedures

2020-2021

1. All virtual students will adhere to the Autauga County Schools Code of Conduct.
2. Students will have a location in their home that serves as a dedicated learning space.
3. Students should log in to Schoology daily in order to be counted present. If a student is sick and unable to log in to Schoology, a parent must email the teacher an excuse to be submitted to the office.
4. Each student should have a learning coach seated with him/her daily while completing Schoology lessons. This learning coach will establish structure, assist in completing assignments, motivate students, help with time management, and provide transportation to mandatory testing locations.
5. Zoom meetings will be mandatory. Whole group and small group meetings will occur. Students should not bring toys or other distractions to their meetings. The teacher will have the option to mute and unmute students as needed. If a student or other background noise is a distraction, the student may be muted. Any inappropriate conduct may result in the removal of the student from the meeting. Any serious behavior will be reported to an administrator.
6. All assessments should be completed by the due date. Learning coaches should help their child know HOW to do an assessment, but can not give help on answers.
7. Class Dojo can be used as a method for communicating with the teacher. Open communication is essential in the success of virtual learning.
8. Students must remain on pace and attend mandatory face-to-face sessions. Failure to comply may result in removal from the virtual classroom at the end of the semester or denial of reenrollment.