

Distance Learning Days Preparation Expectations

As you prepare for Distance Learning Days, please do the following before Wednesday, March 18, 2020:

- ⇒ **Complete the [Just-in-Time: Digital Learning Days](#) module.**
- ⇒ **Encourage your students to be responsible digital citizens** by delivering these [suggested lessons from Common Sense Media](#). Collaborate with your colleagues to decide who will deliver the lessons.
- ⇒ **Establish expectations for student learning.** Communicate your expectations to your students. Make sure they can access the software programs that you plan to use. Share your schedule for posting assignments, communicating, and grading work. Let your students know exactly how their work will be assessed and graded.
- ⇒ **Share your preferred contact method with your students** (email, text, Remind, Dojo, etc.). Be available for communication throughout the regular school day hours.
- ⇒ **Survey your students' levels of online access.** Differentiate your content and course specific materials for your students' **diverse digital needs**. If needed, consider a project-based assignment or non-digital assignments. Provide related rubrics and assignment expectations prior to the start of our Distance Learning Days.
- ⇒ **Refer to the [RCSS Distance Learning Webpage](#) as a resource.** It contains planning resources for you and information for your parents and students. Link it to your webpage and show students where they can locate it.
- ⇒ **Gather the tools you will need in order to provide instruction from home.** Contact your media specialist if you need to check out a laptop or additional resources.

Need assistance while you are out? If you have technology support needs, please submit your requests to the Technology Department through [SchoolDude](#).

