Online Learning Plan
2025-2026

The attached Online Learning Plan is developed for a public K-8 school district in an urban community which serves approximately 350 students. The demographics are represented in the graph below.
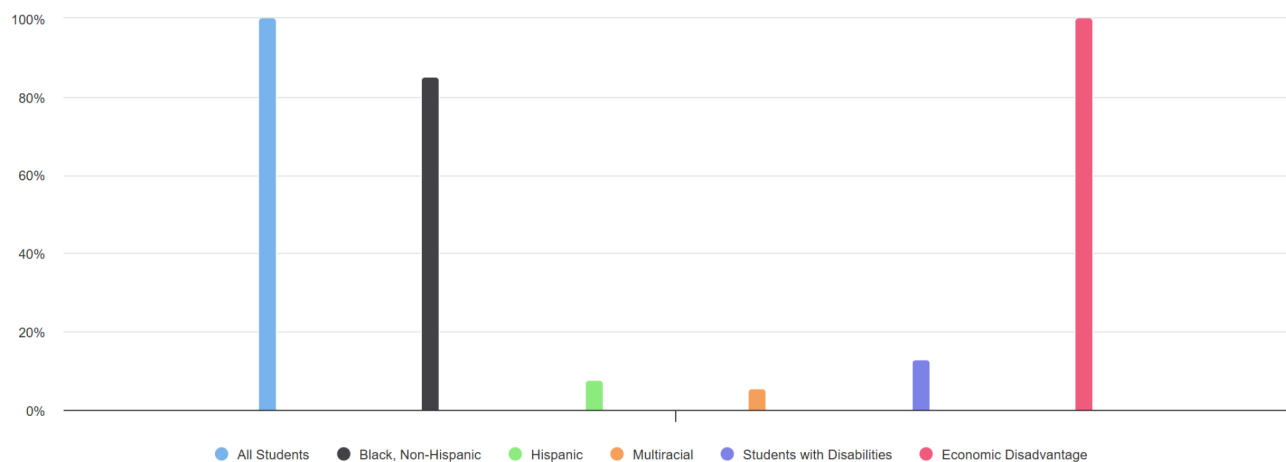
All students are served on one campus, there is a 15:1 student to teacher ratio and 1:1 technology to student ratio. All staff have school assigned laptops, including office personnel and human resources personnel. Staff, who communicate with parents regularly for support, have access to an "app" that transfers office calls to their cellphones in the event of working remotely. The app protects staff from sharing their personal information. A significant number of students are raised by grandparents, which was a challenge we learned from in the first pandemic. We also recognized that most of our families preferred communication via text and responded more frequently to messages sent to their cell phones. This was evident in attendance of virtual events and desired outcomes of a successful synchronous learning experience for students as evident by academic assessment data.

This handbook was created to provide parents, students, and staff with expectations, structure, and guidelines for remote learning while our students are at home.

Although our students are not physically present at school, they are still expected to maintain a consistent approach to their academic studies via remote learning. Our staff continues to prepare

and will deliver high-quality, rigorous lessons for all of our scholars. For most, that will be online, but alternative methods will be provided for those who may need different instructional platforms. The goal is to ensure all students' educational needs are met while they learn at home.

Activation of Online Learning Plan

In the event of the closure of YCS, due to circumstances determined by the Department of Education and Workforce, for one of the following reasons including disease epidemic; hazardous weather conditions; law enforcement emergencies; inoperability of school buses or other equipment necessary to the school's operation; damage to a school building; or other temporary circumstances due to utility failure rendering the school building unfit for use. YCS will notify via the following:

1. News media
2. One Calls
3. Class Dojo
4. District Website
5. Emails
6. Social Media

Vision

The YCS district will strive to provide teacher-directed synchronous learning in which the teacher and students are interacting in real time on a virtual learning platform during the closure. Students will report to school virtually and follow the schedule of a regular school day. The Early Warning System is in place to monitor **Attendance, Behavior and Course Performance.** These components are equally important in online learning and will be monitored closely by staff.

Developing the vision resulted in collaboration between school leaders, academic leaders, teacher representatives, technology specialists, the school nurse, attendance coordinator, EMIS coordinator, and chief fiscal officer. The team focus includes the following features:

- Students will continue to receive high quality, rigorous lessons aligned to their grade level and Ohio's Learning Standards.

- Attendance will be taken daily to ensure that all students are fully engaged in the learning process.

- Learning and instruction are designed to meet the needs of ALL learners.

- Families can contact school personnel, including their child's teacher, principal, and school counselor, through email and Class Dojo. Families may also contact the parent engagement coordinator via phone.

- Families will have access to technology support on a daily basis.

- The district website will include step by step instructions to access online learning and easy access to support.

- Students will receive feedback on their work, and teachers will monitor and track their learning, engagement, and attendance.

- Teachers and/or the school principal will reach out with key updates and announcements about the coming week.

- Teachers will be available during the week to provide support, which will be posted on Google Classroom and the Class Dojo app to families.

- Know that your teachers will be in contact with parents/caregivers if you are not submitting work as requested.

Access to Technology

The YCS district is dedicated to providing equitable access to all students by assigning each student with school assigned technology devices and headphones to access daily learning. Families in need of assistance with internet access may contact the school for a hot spot.

- Devices:
  - Each student in grades K-8 will be assigned chromebooks and headphones

- Internet connectivity: YCS will provide hot spots for those who need internet access.
  - YCS is working in conjunction with city officials and local internet companies to support internet access

- Technology support will be accessible during school hours and a direct line will be provided.

- Replacement technology will be available for immediate pick up in the event of an issue.

- Online troubleshooting instructional videos will be available on the school website.

- Staff will be trained to access and direct families to desired support.

- All teachers will have support staff assigned to their class to assist in technology issues and give classroom support.

- Technology Infrastructure in place to adapt to learning at home.

Attendance Requirements

Attendance during remote learning will be taken daily and YCS will follow the district attendance policy.

- As in a typical school environment, attendance is expected and will be closely monitored in a virtual environment.

- The attendance team will monitor attendance and work closely with families to create intervention plans.

- Following the daily schedule is mandatory and attendance will be addressed as in a brick and mortar school. This includes full day attendance without tardies and early release (logging in ate and logging out early)

YCS will adhere to district policies in determining grades and credit. Interim Reports and Report Cards may be emailed home or sent through the U.S. Postal Service. Parent-teacher conferences will be held virtually, in the event of closure over a significant period of time.

Promoting Students:

YCS will continue to adhere to Board Policy regarding the promotion of students.
A student will be promoted to the next grade level when s/he has:

A. completed the course and State-mandated requirements at the presently assigned grade;
B. in the opinion of the professional staff, achieved the instructional objectives set for the present grade;
C. demonstrated sufficient proficiency to permit him/her to move ahead in the educational program of the next grade;
D. demonstrated the degree of social, emotional, and physical maturation necessary for a successful learning experience in the next grade.

Learning Management System (LMS)

All teachers and scholars will utilize Google Classroom. This environment may be accessed by entering https://classroom.google.com in any browser and logging in with the user's current district-issued Google credentials.

Each class being taught will have a corresponding Google Classroom created by the teacher. Scholars will either be invited to join the classroom by the teacher or can manually join the classroom by entering a code given to them by the teacher.

Students will have access to online learning through the Clever App in primary grades and Google Classroom for upper grades. Your child's teacher will notify you of the details.

Video Conferencing

The video conferencing platform in use byYCS is Google Meet. This environment may be accessed through Clever for Teachers and Staff, and through individual links shared to students through their Google Classrooms.

Training and Support

Staff will be available to assist students and families with technology support by calling the school at 330-746-2240 during the hours of 8:00 - 2:00.

Online support is available on the district website at
https://www.youngstowncommunityschool.k12.oh.us/

Class Sessions:

The google meet class sessions are an important component of Remote Learning. It provides the needed interaction of a live traditional class. All participants in the virtual class sessions are expected to adhere to the following rules and best practices in order to ensure the best possible learning environment.

Preparation

- Students may only enter a google meet session using their own name
- Students may only enter a google meet session for a class that is part of their own schedule
- Students must never share their class meeting ID with others
- Students will only use the meeting ID of the classes on their schedule
- The background for a google meet session must be the student's natural setting and not a virtual image. This setting must be appropriate to the other participants and offer enough light for the student's face to be visible

Participation

- Login on time for the class session
- The student will be admitted to the "waiting room" before being admitted to the class
- Log into the google meet account using your YCS email and the specific instructions sent out by the IT Department
- Report to sessions dressed for class in school appropriate clothing
- Google meet is the virtual classroom; therefore, all classroom rules apply
- The device being used should be identified by the student's full name, which is the name the teacher will see on the google meet "waiting room."
- Students must not change their name as that would be inappropriate and addressed immediately
- Posture before the camera must reflect active learning and participation (sit upright).
- The student's full face must be visible in the camera frame
- As expected of any class interaction, participants are to treat one another with respect
- Offensive or inappropriate language is not to be used in any form of communication. This extends to emails, discussion postings, group projects, and submitted assignments which may be part of or an extension of the google meet interaction
- Use of any profanity - written, drawn, displayed, or spoken - during a meeting is unacceptable.
- Taking screenshots or screen recordings of virtual classrooms without the explicit permission from the teacher and class members is unacceptable and may result in disciplinary action

Disciplinary Action for Unacceptable Behavior

- Disruptions to a google meet session may lead to the removal of the student from a remote learning session for part or the entire session
- Students with an unexcused absence or who are removed from a google meet session for disruptive behavior may not receive any credit for the activity, classwork, assessment, or participation that took place during the absence
- Repeated disruption will be reported to the administration and may lead to suspension from virtual class sessions altogether

Students may face immediate discipline for any of the following major infractions:

- Creating negative images of meetings using screenshots or screen recordings of any member of the faculty, staff, or administration
- Using profanity or obscenities in any form
- Verbal or physical abuse in the form of intimidation, harassment, or threatening behavior directed toward the teacher, fellow students, or administrative staff
- Any student who is found plagiarizing or cheating may have his/her grade for the

assignment/assessment lowered or may fail the course

Reference:

Home | Ohio Department of Education. (2020). Ohio.gov. https://education.ohio.gov/