

Secondary (Grade 6-12) Virtual Learning Guide For Families



2020 - 2021



Bay City Independent School District is committed to providing the highest quality learning experiences possible for our students. This includes times when students are learning through virtual instruction from home. This guide is intended to provide useful information for parents and families to help guide you through these uncharted waters.

We believe that as a team, and as a community, we can ensure that our students continue learning at high levels and achieving greatness. If the information you are looking for is not in this guide, do not hesitate to contact your student's campus, or the district using the FAQ feature on the district homepage.

Virtual Instruction Model



The majority of virtual learning courses in grades 6-12 will be led by a teacher on a daily basis. Students will be expected to follow a daily schedule and log in to each class via Zoom for the 8 period day. During that class period, the student will be able to hear and see the live lesson and interact with teacher and/or students about the lesson.

Virtual instruction will include scheduled interactive, real-time/live instruction between teachers and students via zoom meetings. During these real-time/live sessions, teachers will take attendance, just as they do for in person students. Students must meet these requirements to be counted present on a daily basis, and are required to attend at least 90% of their classes to receive credit and be promoted. Virtual attendance will count in the same manner as on-campus attendance in satisfying this requirement.

Additionally, students are expected to engage in learning activities and assignments outside of the live instructional time through Google Classroom and/or online learning platforms that are used for all students – both in person and virtual.

Virtual Instruction Expectations



Student/Learner Expectations:

- **Log in daily to scheduled Zoom Live-Stream classes/Learning sessions (following campus bell schedule)**
- **Be visually present and actively engaged in live-streamed sessions with video on**
- **Wear school appropriate attire when attending Live-streamed classes**
- **Answering/asking questions, using reactions to respond to teacher's requests for feedback, and using appropriate verbal and non-verbal responses**
- **All other electronic devices set on silent to limit distractions**
- **Commenting in chat only with appropriate responses and connections to the lesson**
- **Complete assignments daily in Google Classroom and meet deadlines for online submissions**
- **Log in daily (as assigned) from a designated, productive at home workspace**
- **Minimize at-home distractions**
- **Follow student behavior expectations outlined by teachers**

Parent Expectations:

- **Provide structured routine and expectations for students to attend daily live-streamed classes**
- **Provide supervision, if necessary, to ensure student engagement in virtual activities**
- **Monitor student grades and attendance through Parent Portal**
- **Provide support for homework, just as you would if your student were attending in-person classes**
- **Communicate regularly with teachers via email (teachers will respond within 24 hours – during regular school hours)**
- **Zoom conferences can be scheduled during a teacher's conference period, before or after school, just as if students were attending the in-person model**

Virtual Instruction Expectations



Virtual instruction in the 2020-2021 school year in BCISD will look vastly different from virtual instruction during the 2020 Spring semester closure. Students must have access to the following:

- Every student in BCISD will be provided with a chromebook. The chromebook will be used during virtual instruction but will also be used on a daily basis for the in-person model as well. Even if a student has their own personal computer or learning device, they will also receive a chromebook and we encourage them to use it for virtual learning activities. Personal devices cannot be brought to school for the in-person model – only school issued chromebooks.
- Reliable broadband internet access will be necessary for virtual instruction. (capable of supporting video instruction); Students may check out a wifi hotspot from BCISD if necessary. Only one hotspot per family will be issued. Multiple students within a family can utilize the same wifi hotspot.
- Space conducive to long periods of learning at home for each student

In order to continue in virtual learning once enrolled, the following requirements must be met:

- The student will participate in all required coursework and virtual lessons during normal school hours.
- Students who do not have passing grades will participate in the campus' failure intervention process, which may require a return to in-person learning.
- The student will participate in all tutoring sessions required by the teachers.

Changing from Virtual to In-Person Learning or In-Person to Virtual

The selection of a learning environment is for a minimum of one six-week grading period. Changing of a learning environment will not occur in the middle of a grading period. Exceptions in the best interest of the students may be approved by campus principals subject to availability.



Virtual Instruction Expectations

During periods of virtual learning, teachers are expected to provide students with quality learning experiences aligned to the BCISD scope and sequence. Student lessons will be assigned regularly and contain the following minimum components:

- Alignment with the Bay City ISD TEKS Resource Curriculum Framework and Pacing Guides for each subject,
- Clear Texas Essential Knowledge and Skills (TEKS) based learning targets communicated to students,
- Links to resources or materials, and
- Explicit, direct instruction over new materials.

Virtual instruction will include scheduled interactive, real-time/live instruction between teachers and students. Additionally, **students are expected to engage in learning activities and assignments outside of the live instructional time with their teacher(s).**

At the secondary level, students are expected to be **actively engaged in learning for all 8 periods of the school day. Students will follow a daily schedule similar to being on campus with breaks for transitions and lunch.** This time will involve live interaction with teachers and students along with time to complete instructional activities. Lessons may include electronic or non-electronic activities for students.

Students are required to attend at least 90% of their classes to receive credit and be promoted. Remote attendance will count in the same manner as on-campus attendance.

Please note that students who participate in fully virtual at home learning will have limited course offerings which may result in changes to their preferred course selections as not all courses can be completed in a fully virtual environment. Your student's counselor should reach out prior to the start of the school year if a course cannot be offered for At Home instruction.

Grading guidelines for virtual learning will be the same as in class learning. At home coursework is designed to be equivalently rigorous as at school coursework.



Attendance & Schedules

Attendance

In virtual instruction at home, student attendance is determined by the child's teacher, and is based on the child's virtual presence and engagement, and tied to completion of the day's assigned activities (the daily measure of engagement).

Students who participate in real-time virtual instruction will have their attendance recorded in the same manner as if they were in an in-person class. In certain cases a class may be offered without a live component; if so, attendance will be taken based on the student's engagement with the learning activities of the day, daily progress through interaction with a teacher, or immediate completion of the assignments required for the specified day.

Truancy laws will apply to students who fail to attend school whether in person or virtually.

Student & Campus Schedules

Individual **students schedules** will be distributed by each campus. The method for this distribution will be communicated by your student's campus. If you have question, please reach out to your student's counselor or administrator.

BCJH 2020-2021 Schedule

6th Graders follow A Lunch Schedule 7th and 8th Graders follow B or C Lunch Schedule (6th period class)					
Period	Time	Period	Time	Period	Time
1	7:45-8:36	1	7:45-8:36	1	7:45-8:36
2	8:39-9:37	2	8:39-9:37	2	8:39-9:37
3	9:40-10:31	3	9:40-10:31	3	9:40-10:31
4	10:34-11:25	4	10:34-11:25	4	10:34-11:25
A Lunch	11:28-12:08	5	11:28-12:19	5	11:28-12:19
5	12:11-1:02	B Lunch	12:22-1:02	6	12:22-1:13
6	1:05-1:56	6	1:05-1:56	C Lunch	1:16-1:56
7	1:59-2:50	7	1:59-2:50	7	1:59-2:50
8	2:53-3:45	8	2:53-3:45	8	2:53-3:45

BCHS 2020-2021 Schedule

1 st	7:35 – 8:20 (45)
2 nd	8:26 – 9:11 (45)
3 rd	9:17-10:02 (45)
4 th	10:08 – 10:53 (45)
A lunch	10:59 – 11:29 (30)
5 th	11:35 – 12:20 (45)
Homeroom	12:20–12:55 (35)
5 th	10:59-11:44 (45)
B lunch	11:44-12:14 (30)
Homeroom	12:20 - 12:55 (35)
5 th	10:59 – 11:44 (45)
Homeroom	11:44 – 12:25 (35)
C lunch	12:25– 12:55 (30)
6 th	1:01 – 1:46 (45)
7 th	1:53 – 2:38 (45)
8 th	2:44 – 3:30 (46)

All students, face-to-face, as well as virtual follow the schedule above.

A Lunch – Downstairs A&B
B Lunch – Downstairs D, Gym, CTE Outside
C Lunch – Upstairs A&B

Tips for Success

- ★ **Establish a daily routine and stick with it. Make sure that your student gets a good night's rest.**
- ★ **Provide a breakfast BEFORE the learning begins. (curbside meal pick-up is available at campus during periods of remote learning)**
- ★ **Have general supplies available before the school day begins. (paper, pens, pencils...)**
- ★ **Inform other family members that the block of time set aside for learning needs to be uninterrupted and quiet.**
- ★ **Provide frequent breaks as needed, but disable your sound and video during the break.**
- ★ **Students should reflect on the lesson after each class meeting.**
- ★ **Students should ask clarifying questions before the class meeting ends so that the assignment and task instructions are clear.**
- ★ **Please be aware the Student Code of Conduct may be**

applied during virtual learning.

Special Considerations



All extra-curricular, UIL, and/or CTE courses may have required face to face components on-campus.

Athletics

- Coaches will adhere to UIL guidance for any widespread closures;
- Students will be expected to participate in appropriate physical activity at home, as designated by the coach and allowed by the UIL; and
- Students may attend before or afterschool extra-curricular practices.

Fine Arts

- Coaches and directors will adhere to UIL guidance for any widespread closures;
- Teachers and Directors will provide instruction in accordance with previously articulated guidelines to cover course TEKS;
- Students may be expected to adhere to a given at-home practice schedule; and may attend before or afterschool extra-curricular practices
- Students may be expected to virtually meet with their teacher and submit video documentation when appropriate.

CTE Courses

- Expectations for CTE courses will vary based on the level of the course;
- Teachers will provide instruction in accordance with previously articulated guidelines to cover course TEKS; and
- Specific guidelines for each CTE course will be provided specifically by teachers.

Assessment



In the event an individual student is participating in virtual instruction, or there is campus-wide virtual instruction at the scheduled time for a district-wide assessment (CBA), that assessment will be administered electronically.

- Online testing in Google Classroom* will be utilized;
- Test accommodations will be prepared and provided by monitor teachers;
- Campus administrators will ensure proper communication with students and families to secure the test administration to the greatest extent possible; and
- Local assessments (classroom tests, curriculum-based assessments (CBA), etc) administered virtually through Google Classroom and/or proctored zoom session.

Please be aware that we fully anticipate the state's STAAR assessment program to continue in earnest, even if virtual instruction is instituted.

Special Programs and Advanced Academics



The district is legally required to provide students participating in Special Education, 504 or ESL with appropriate accommodations and modifications as prescribed in official documentation (IEPs).

- ★ Students receiving in-class supports will continue to receive additional support in the virtual environment;
- ★ Parents will receive regular communication from their student's case manager;
- ★ Students may need to participate in diagnostic assessments in line with program requirements;
- ★ 504 coordinators must ensure 504 meetings are held on schedule and that updated teacher bundles are distributed; and
- ★ Provisions for life-skills students and students receiving specialized services will be handled on an individualized basis.

Honors, AP, and Dual Credit classes will remain available to virtual students to the greatest extent possible based on course requests.



How to Access Google Classroom

You can join a class in 2 ways:

Enter a class code—Your teacher shares a class code with you. You sign in to Classroom and enter the code.

Accept an invite—Your teacher sends you an invite. You can accept the invite in your email or in Classroom.

After you join a class on one device, you're enrolled in that class for all devices.

Be sure to sign in to Classroom with the correct account. It is the same account you used to sign into the chromebook. See below for a reminder.

STUDENTS WILL NEED TO LOGIN WITH THEIR SCHOOL ACCOUNT:** JS33444@BAYCITYISD.ORG

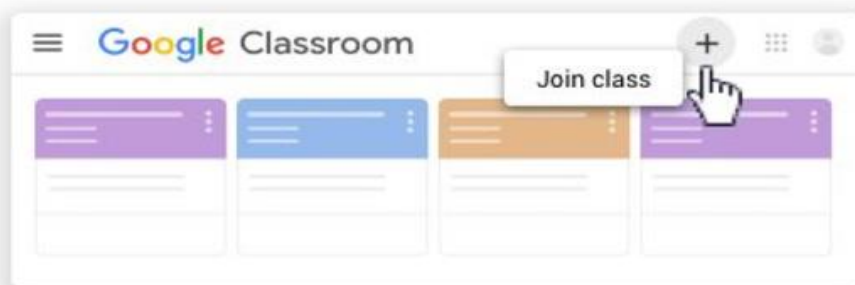
PASSWORD: 33444

**JOHN SMITH = JS ID# = 33444

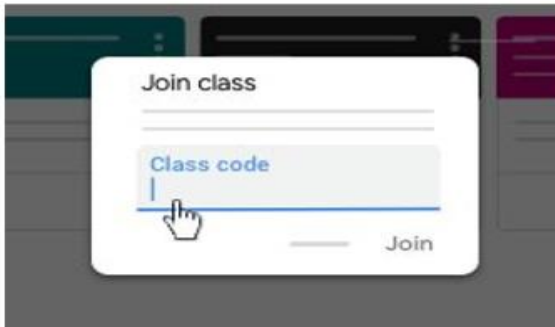
Join with a class code

Your teacher can tell you the class code. After you get the code, follow these steps:

1. Go to classroom.google.com.
2. Make sure to sign in with the correct account.
3. At the top, click Join class +.



4. Enter the class code from your teacher and click Join.



Note: Class codes are 6-7 characters, and use letters and numbers. Codes can't have spaces or special symbols.

Join with an invite

If your teacher invites you to join a class, you get an email invite, and you can see the card for the class or classes on your Classes page.

1. Go to classroom.google.com.
2. Make sure to sign in with the correct account.
3. On the class card, click Join.





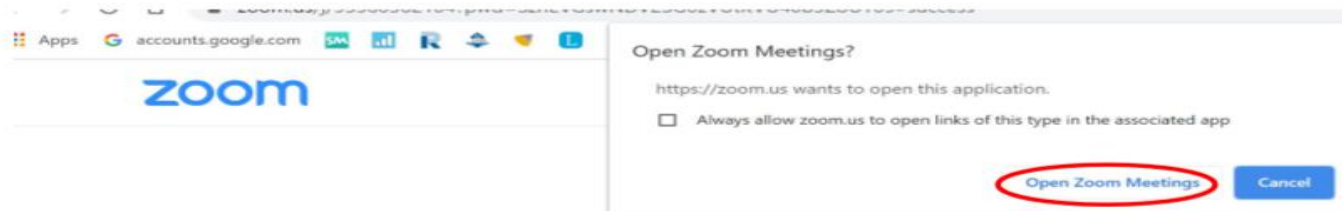
How to Access Zoom (Live Streaming)

Click on the link provided by your teacher to join Zoom meeting.

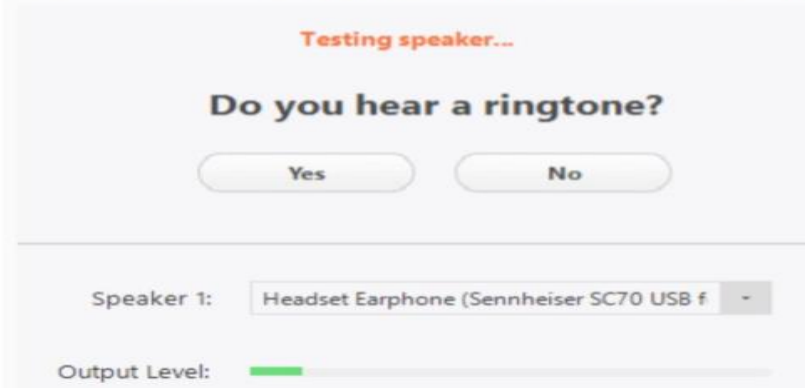
Join Zoom Meeting

<https://zoom.us/j/95360362104?pwd=SzhEVGswNDV2SG0zVUtkVU40b3Z0UT09>

When prompted by your browser, click **Open Zoom Meetings**. If you don't have Zoom installed on your computer, follow the prompts to download and install Zoom.



The test meeting will display a pop-up window to test your speakers. If you don't hear the ringtone, use the drop-down menu or click **No** to switch speakers until you hear the ringtone. Click **Yes** to continue to the microphone test.





If you don't hear an audio reply, use the drop-down menu or click **No** to switch microphones until you hear the replay. Click **Yes** when you hear the replay.

Testing microphone...

Speak and pause, do you hear a replay?

Yes

No

Microphone 1: Headset Microphone (Sennheiser SC70 US -

Input Level: _____

Click **Join with Computer Audio**.

Speaker and microphone looks good

Speaker: Headset Earphone (Sennheiser SC70 USB for I

Microphone: Headset Microphone (Sennheiser SC70 USB ft

Join with Computer Audio

Click **Join with Computer Audio** to join the test meeting with the selected microphone and speakers.

Phone Call

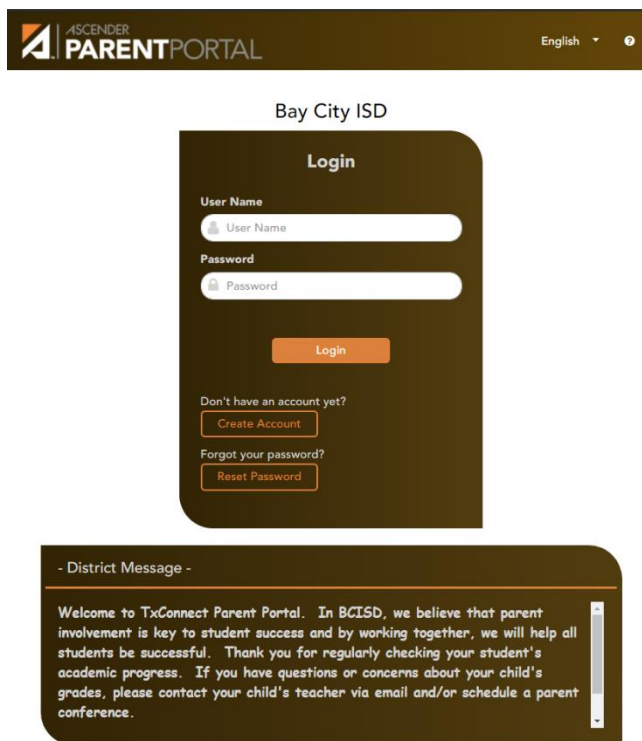
Computer Audio

Join with Computer Audio

Test speaker and microphone

How to Access Parent Portal

Ascender Parent Portal Link:
<https://txweb.esc3.net/ParentPortal/login?distid=158901>



ASCENDER
PARENT PORTAL

English

Bay City ISD

Login

User Name

User Name

Password

Password

Login

Don't have an account yet?

Create Account

Forgot your password?

Reset Password

- District Message -

Welcome to TxConnect Parent Portal. In BCISD, we believe that parent involvement is key to student success and by working together, we will help all students be successful. Thank you for regularly checking your student's academic progress. If you have questions or concerns about your child's grades, please contact your child's teacher via email and/or schedule a parent conference.

If parent/guardian needs Portal ID, please contact campus.

If parent/guardian forgets username or password, contact District Parent Portal Administrator at 979-401-1016.

