

## 2360.01 DISTANCE LEARNING

The Board of Trustees recognizes that distance learning can be a viable instructional option that supports student achievement of academic goals. Distance learning opportunities may be offered to students participating in independent study, credit recovery courses, enrichment courses, or other courses identified by the CEO or designee, or in the event that a school site is physically closed for reasons related to public health, natural disasters, or other emergencies.

The school may offer distance learning through a variety of delivery methods as appropriate for the grade level and subject matter. Distance learning opportunities may include video, audio, and/or written instruction, where online interaction is the primary mode of communication between the student and teacher. Online interaction shall include email, live or prerecorded video lessons, teleconferences, and the use of print or electronic materials with written or oral feedback.

The CEO or designee will ensure all courses are of high academic quality and are aligned with school standards and curricula. In assessing courses, the CEO or designee will consider the course sequence, prioritize content and standards to be completed, and recommend the grading criteria. Students; social and emotional wellness will be considered, and schedules and learning experiences will be designed to build continuity, routine, and regular connections with students and parents.

### 1. Program Standards.

Teaching staff will use computers, video conferencing software, online platforms, and other school-approved instructional technology to achieve the goals and objectives of the program. Teachers may use multiple methods of providing instruction to meet student needs, and will communicate with students and parents/guardians regularly about expectations, assignments, and available academic support resources.

#### A. Instructional Strategies.

Teachers are required to utilize both synchronous and asynchronous instructional strategies to ensure that students and parents receive adequate feedback and academic support.



## Distance Learning

Synchronous instruction involves teachers and students gathering online at the same time to interact in “real time”, online by audio and/or video, and by phone. Asynchronous instruction is coursework delivered by web, email, and other online platforms.

### B. Student Attendance.

Students are expected to review and complete assignments and to participate in live online lessons and learning activities when required. Teachers will utilize Infinite Campus to record daily student attendance. To be recorded as present for a class, students must log into the online classroom using their school-issued credentials. If a student fails to log into the online classroom, the teacher must call the student’s parents within 24 hours to inform them of the absence.

Grading of distance learning assignments and assessments of end-of-course knowledge and understanding of the subject matter shall be consistent with grading of equivalent courses in classroom settings.

### C. Equity.

The school shall take steps to ensure that distance learning is available to all students, including economically disadvantaged students, students with disabilities, and English learners. All online programming and Internet content will meet accessibility standards for students with disabilities, including compatibility with commonly used assistive technologies.

### D. Professional Development.

As needed, the CEO or designee will provide teachers with training and ongoing support, including technological support and guidance, to effectively implement distance learning. The school will also provide opportunities for teachers to communicate and collaborate with each other to exchange information on effective practices.

## 2. Access to Technology.

The CEO or designee will assess access to computers



and the Internet among students and teaching staff and, consistent with the schools budget and technology plan, may loan devices to use at home and/or assist families in identifying free Internet service providers. To the extent possible, the School will make technical and academic support available.

### 3. Acceptable Use.

Students and staff shall be expected to use technology responsibly, consistent with all Board policies and regulations regarding the acceptable use of technology, electronic communications between students and staff, and copyrighted materials.

### 4. Student Records.

Distance learning involves the use of web-based platforms and services that are operated not by the school, but by third parties, including Google, ClassDojo, Zoom, and others. To comply with federal law, these online tools have terms of service that require users under the age of 13 to obtain parental permission before registering and sharing any personally identifiable information. The school has no control over these providers or their policies and service terms.

For students to use these resources, the school will need to share certain personal identifying information about each student with the website operator. This information will typically include student names, student ID numbers, e-mail addresses, and other student directory information. Although federal law allows schools to share such information with educational service providers, the school may require written parental consent before sharing any student's name, ID number, e-mail address, or username with online educational service providers.

### 5. Learning Continuity Plan for Extended School Closures

The CEO or designee will develop a virtual or remote instruction plan to meet the minimum 180-day school year requirement in the event of extended school closures. This plan will be subject to approval by the Board of Education and by the New Jersey Department of Education.

Cross References:

Board Policies:



# POLICY

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2200 Curriculum Content  
2360 Use of Technology  
2361 Acceptable Use of Technology and Social Media  
3283 Electronic Communications Between Teaching Staff

Members and Students  
2423 Bilingual and ESL Education  
2428.1 Standards-Based Instructional Priorities  
2460 Special Education  
2531 Use of Copyrighted Materials  
2624 Grading System  
3240 Professional Development for Teachers  
3270 Professional Responsibilities for Teachers  
3322 Telephone Use for Teaching Staff Members  
5200 Student Attendance  
5750 Equal Educational Opportunity  
5755 Equity in Educational Programs and Services  
8335 Family Educational Rights and Privacy Act  
8420 Emergency and Crisis Situations  
9560 Administration of School Surveys

Adopted: July 30, 2020

