

Underwood School District's Flexible Learning Day Plan & Expectations

What is a Flexible Learning Day & Why Flexible Learning??

A Flexible Learning Day allows students to continue their learning through educational engagement provided by the teacher for completion of work outside of the traditional classroom. A Flexible Learning Day also provides a positive opportunity to approach learning in a different setting when Minnesota weather dictates the closing of school. As part of the e-learning process, students will be given the necessary resources for each class/subject in order to successfully complete their e-learning. Lessons created by teachers through e-learning will expand and/or build upon learning that has already happened in the classroom. The Flexible Learning Day is intended to do a number of things to help prepare students for their future, including but not limited to:

- More and more careers create opportunities where workers need to learn the self discipline to complete required work from home or offsite.
- Students who are looking to attend college will most likely need to complete an online learning course during their time.
- We realize Flexible Learning Days will help students begin to understand the experience of digital learning -- over 24 of our students are currently enrolled in taking 112 online courses through Underwood.
- Flexible Learning Days will also help younger students understand the possibilities they may have at the secondary level to enroll in online classes we cannot offer in school if we do not have the enrollment to support them.
- Working in an online environment is going to be a way of the 21st Century. We are hoping to work with students and help them gain skills to be successful in this world.

Purpose of the Flexible Learning Day:

- To continue providing meaningful learning with an alternative solution for all students on inclement weather days
- Allow our students the opportunity to practice the kind of online or alternate learning that is increasingly part of both college and the workplace.

- School Districts must notify parents and students at least two hours prior to the normal school start time that students need to follow the Flexible Learning Day plan for that day.
- School administration, teachers, and other staff will continually work with families to ensure equitable access. Accommodations for students without sufficient access to the Internet, hardware or software in their homes will complete paper/pencil activities.

Expectations for the Flexible Learning Day:

- Lessons will be online or will be provided in paper/pencil format. Lessons will be specific to grade level. Teachers will avoid giving busy-work or “additional” work just to fill the day.
- Teachers are responsible for taking student attendance throughout the day and through completion of assigned student work. Attendance taking may consist of monitoring online discussions, submission of traditional school work or online assessments, etc., and/or parent verification of student participation. Students in grades 10-12 may connect online with their teacher for attendance.
- The school district will notify parents and students of the Flexible Learning Day plan at the beginning of the school year, via the Fall School Newsletter and through Synergy Messenger.
- Teachers will electronically send out their lessons by 10:00 am, via e-mail, accessible by both students (Grades 7-12) and parents (K-12). Synergy (Student Information System), Google Classroom and Dojo, along with “Blizzard Folders” will also be used to deliver assignments and assignment information to students.
- Teachers are expected to be present/available electronically, via Google Classroom, Synergy and/or e-mail during the Flexible Learning Day. Teachers need to be available to their students from 10:00 am to 3:00 pm on Flexible Learning Days.
- Students with an Individualized Education Plan will follow lessons provided by their classroom teachers and/or lessons modified by their caseworkers online or otherwise (hard copies, projects, reading, etc...)
- Accommodations for students without access to the internet will be addressed on an individual basis previous to the school year. In most cases there will be a set “standard” for what is expected for those days, if without internet access. For a scheduled Flexible Learning Day, students will be sent with materials necessary to fulfill expectations.

Frequently Asked Questions

What is a Flexible Learning Day?

Flexible Learning allows students to continue their learning through educational engagement provided by the teacher for completion of work outside of the traditional classroom. Students will be given resources for each class/subject in order to successfully complete their learning. Lessons will expand and/or build upon learning that has already happened in the classroom. The Flexible Learning Day is also intended to do a number of things to help prepare students for their future.

Why do we need Flexible Learning Days?

Due to the extreme weather conditions that happen over the winter months in Minnesota that affect decision-making on ensuring student safety, the Underwood School District is making use of Flexible Learning Days as an alternative to adding student school days to the end of the existing school year and to keep students active in their learning during days that school is closed due to extreme weather conditions. The second reason is to better prepare all students for the future as post high school learning will involve technology and alternative forms of instructional delivery that do not traditionally do not happen in a K-12 educational setting.

How will students, parents and staff be notified that there is a Flexible Learning Day?

The school will communicate to all parents (K-12), students (7-12) and all staff through Synergy Messenger, which is currently being used for any weather related announcements. In the message being sent it will state/read that this school closure day is a “Flexible Learning Day”.

How will students be expected to “make-up” their learning, if not in attendance?

They will be responsible for doing the required daily work on their own time as they would in any other situation in which they may have been absent from school.

What will happen if students do not complete Flexible Learning Day assignments?

E-learning assignments are treated like every other assignment given in class. They must be completed, otherwise the student will not get credit for being in attendance for that day, as well as the student will receive no credit for assigned work. Students will have two days beyond the Flexible Learning Day to complete all assigned work for the Flexible Learning Day. Parents will notify the school if there are circumstances beyond their control.

Are students required to be in attendance for Flexible Learning days?

Student attendance will be tracked on student Flexible Learning Days. It may be noted or documented for students in various ways depending on a student's grade level and their completion of assigned work.

Is technology required for our Flexible Learning Days?

Teachers will be posting student assignments and expectations, via e-mail, Synergy, or Dojo; however, if a family has indicated they do not have access to the internet from their residence, alternate accommodations will be made in order for students to submit the necessary assignments and meet the expectations.

What should my child do if daycare does not allow chromebooks, ipads or electronic devices?

Daycares will continue to follow their normal policies. If the student can not access the internet or a hard copy of the learning activities/assignment, the student will be given an additional time to complete learning activities/assignments.

What are the expectations for Preschool?

Preschoolers will not be required to complete any activities on a Flexible Learning Day.

Will teachers be available to me if I have questions?

Teachers will be available to students via phone, as well as online through email, Google Classroom Synergy and Dojo from 10:00 am to 3:00 pm.

How much time are students expected to spend on a Flexible Learning Day to complete assignments?

The expected time can be estimated at approximately 20-25 minutes per subject/class. Teachers have designed learning activities and assignment expectations that will fit within this time frame.

How many Flexible Learning Days are possible?

The Minnesota Department of Education allows for a maximum of FIVE Flexible Learning Days that can be used in one school year. The Underwood School Board has approved the use of **TWO** Flexible Learning Days in one school year. Notice must be given to parents, no later than 2 hours prior to the start of a Flexible Learning Day.

Underwood Schools

Flexible Learning Day Expectations

Vision: To prepare students for living in a world where learning is not confined to a traditional school building. Flexible Learning will allow our students the opportunity to continue their learning outside of the traditional school setting.

	Teacher Role	Student Role	FAQs
Underwood Elementary	<ul style="list-style-type: none"> Teachers will send home necessary assignments, materials, and/or directions previous to scheduled Flexible Learning Day. Teachers will be available for questions via school email between 10:00 am - 3:00 pm Student attendance will be determined based on assignment completion 	<ul style="list-style-type: none"> Students will complete their assignments as directed. Students will return assignments on the next scheduled school day. <p><i>*Parents/care providers may reach out to teachers via school email to ask questions or get feedback on assignments</i></p>	<p>Is technology required for our Flexible Learning days? <i>Teachers will be posting student assignments and expectations using for the Flexible Learning day on Synergy or email; however, if a student has indicated they do not have access to the internet from their residence, accommodations will be made in order for students to submit the necessary assignments and meet the expectations.</i></p>
Underwood Junior and Senior High School	<ul style="list-style-type: none"> Teachers will have lessons posted on Synergy or email and will provide the necessary materials/directions previous to the scheduled Flexible Learning Day. Teachers will be available for questions via school email between 10:00 am - 3:00 pm Student attendance will be taken via Google Form. The form will be sent out by the student's teachers. 	<ul style="list-style-type: none"> Students will submit their attendance on the Google Form sent by their Advisor. Students will know where to locate their assignments if on Synergy Students will complete assignments posted to Synergy or sent home by the suggested due date. Students may connect with teachers via school email to ask questions or get feedback on assignments. 	<p>How will students be expected to “make-up” their learning if not in attendance? <i>They will be responsible for doing the required daily work on their own time as they would in any other situation in which they may have been absent from school.</i></p>