



Lakeland School Corporation



0825 East 075 North

LaGrange, IN 46761

Phone: 260-499-2400 Fax: 260-463-4800

Virtual Asynchronous Instructional Day

(Waiver Day-allowed 3)

If called for hazardous conditions, NO ONE should be coming to the building unless notified otherwise!

Educator Expectations	Student Expectations
Lessons posted by 10 am. No live lesson required.	Interact with lessons posted in Schoology for all classes K-12.
Check in at advertised points to see if anyone is in need of assistance.	Email/message teacher if in need of assistance.
	Turn in assignments within 2 days of Asynchronous day.
Speech: Paper/Pencil activities can arrange groups if desired.	Attend session if one is held and it is your speech day, if unable to do so or no sessions are held, complete paper/pencil activity provided.
Special Education/EL: Be available for assistance, provide asynchronous lesson. Provide a folder of activities for those not able to access on line. Work or use PTO.	Complete asynchronous lesson. If off-line, utilize pencil/paper lessons provided.
Title 1 (SWOOP/WIN): Follow directions as given by Supervisor. Work or use PTO.	No SWOOP lessons.
SpEd/EL/Para: Follow directions as given by supervisor. Work or use PTO.	.
Electronic Facilitator para: Record time spent facilitating online learning.	Those enrolled in online courses should continue to move forward in those courses.
Media Center, STEM, etc Paras: Asynchronous lesson may be posted, Work or use PTO.	If a lesson is posted, complete the lesson.

Other classified staff information

Cafeteria - Must use PTO	Not working, unless determined otherwise by supervisor
Custodial/ Maintenance - Work	Business as usual, or required training as determined by supervisor
Transportation - Work or use PTO	Training as determined by supervisor
Secretarial - Work or use PTO	Business as usual or training as determined by corporation office.
Nurses - Work or use PTO.	Training as determined by supervisor

Virtual Day
Virtual Synchronous Instructional Day

If called for hazardous conditions, NO ONE should be coming to the building unless notified otherwise!

Educator Expectations	Student Expectations
<p>Gen Ed Teachers K-6: a minimum of 2.5 hours of synchronous instruction. In addition, other asynchronous activities may be posted.</p> <p>All Teachers 7-12: a minimum of 3 hours of synchronous instruction for the day. In addition, other asynchronous activities may be posted.</p>	<p>Attend live lessons or watch recordings.</p> <p>Complete all assignments within 2 days of virtual day.</p>
Elementary: Specials/Fine Arts: Post activities/Lessons	Visit page for today's specials and do activity.
All Teachers: Be available to students and parents for assistance from 7:30-3:30	Contact staff members via schoology, email, or other method indicated by the staff member, when help is needed.
Speech: Live sessions with groups. Paper/Pencil activities provided for those without internet or unable to attend live sessions.	Attend session if it's your speech day, if unable to do so, complete paper/pencil activity provided.
Special Education/EL: Hold groups if time is available in the day's schedule. Provide a folder of activities for those not able to attend.	Attend sessions as provided. If unable to attend sessions, utilize pencil/paper lessons provided.
Title 1 (SWOOP/WIN): Follow directions as given by Supervisor. Work or use PTO	If SWOOP/WIN time is available, attend the session.
SpEd/EL/Para: Follow directions as given by supervisor. Work or use PTO	Watch for announcements on your teacher's page.
Electronic Facilitator para: Record time spent facilitating online learning.	Those enrolled in online courses should continue to move forward in those courses.
Media Center, STEM, etc Paras: If not providing synchronous instruction, Work or use PTO	

Other classified staff information

Cafeteria - Use PTO	Not working
Custodial/ Maintenance - Work	Business as usual, depending on the state of emergency.
Transportation - Work or use PTO	Not working
Secretarial - Work or use PTO	May complete work from home, document hours.
Nurses - Work or use PTO	May complete work from home, document hours