

Knoxville Catholic High School 2nd Semester At-Home Learning Agreement

Please submit signed agreement to Shannon.lutterman@knoxvillecatholic.com

Families are asked to decide about their chosen learning plan and inform Mrs. Shannon Lutterman (Shannon.lutterman@knoxvillecatholic.com) by **November 24, 2020**. If a student realizes he has made a choice that is terribly wrong for him, KCHS will certainly work with him to get him resituated into the best situation. It would become much more difficult to accommodate students who want to frequently switch back and forth between the models. Studies have shown that highly organized, self-disciplined, and self-motivated students may be able to academically thrive in an At-Home Learning model. Please note that the student may need to incur the cost of a personal tutor if he falls significantly behind. To lessen the chance of having to get a tutor, it will be important for students, parents, and teachers to quickly notice trends. Also, please note that KCHS will not be able to accommodate students who want to have A Block, for example, all at home, but come for other blocks. A student is either in or out for his entire schedule. **A student may request a change of at-home learning status at the quarter.**

Student:

- **May be required to come to campus for assessments with proper health protocols in place.**
- **May be required to have their camera turned on while streaming. Students failing a class will be required to turn their camera on for that class.**
- Establish daily routines for learning.
- Identify a space in home where you can learn and study comfortably.
- Check email daily for announcements and feedback from your teachers.
- **Reply to teacher/counselor emails within 24 hours.**
- Check Moodle or Teams daily for class assignments.
- Complete assignments with integrity and academic honesty.
- Meet due dates without exception.
- Communicate with your school counselor, teacher, and parents/caregiver if you lack the resources to engage in distance learning and/or if you are feeling overwhelmed
- Be a good digital citizen.

Parent/Caregiver:

- **Ensure that their student has access to a printer.**
- Establish routines and expectations.
- Identify a space in home where student(s) can learn comfortably.
- Monitor communication from teachers.
- Begin and end each day with a check-in; be mindful of stress or worry.
- Encourage physical activity and exercise.
- Support digital citizenship skills.

Teacher:

- Post weekly and long-range assignments to Moodle and update as needed.
- Post essential information to Moodle/Teams and update as needed.
- Post essential information to Moodle/Teams including office hours, late-work policies, and instructions on how students can best communicate with teachers, especially when struggling with distance learning.
- Regularly update grades in RenWeb.
- **Reply to student/parent/caregiver emails within 24 hours. Teachers are not required to respond to emails during the weekend.**
- Reach out immediately to student, parent, and counselors if alarming trends develop or a student is failing a class.

By choosing the KCHS At Home Learning Only option, I agree to these Roles and Responsibilities.

Student: _____ Date: _____

Parent/Caregiver: _____ Date: _____

Academic Dean: _____ Date: _____