

1. **NEW - Access to Buildings:** Beginning May 11, teachers will have access to their buildings based on a schedule that will limit how many staff members will be in buildings at one time. Elementary teachers will be provided with bags and labels to collect student belongings—these will then be assembled for curbside pickup beginning May 14 through May 20 (there will be a schedule for family pick-up by last name). Secondary students will be allowed in buildings, again scheduled by last name, to collect their belongings beginning May 21. Masks and gloves must be worn in the buildings, and teachers will be asked to assist on the days students will be given access to the buildings. The district will provide detailed information about this process for both staff and students, and individual schools will have additional info regarding building-specific procedures. This process required approval from the county health department.
2. **NEW - No Curriculum Writing:** There will be no curriculum writing this summer, but the monthly meetings will continue. There will be summer PL for NWEA testing in July—it has not yet been determined whether this will be virtual or in-person.
3. **NEW – SPED:** The district held a special education meeting on April 29 and has created multiple informative documents to guide teachers as they meet the state’s requirements for this school year. These documents are available on the special education page of the FWCS internal website. Paperwork is due by May 25, and meetings may be held by Zoom or phone conference. These meetings will have priority over other responsibilities; gen-ed teachers and PARs need to make themselves available in order to facilitate state compliance.
4. **District Expectations of Teachers:** Expectations are still that every teacher post daily office hours on his/her LMS page and include three assignments for students weekly (anything where there is some type of student interaction that can be documented). Also, since some district guidance also says that the LMS page should be updated at least 3x a week, if all three assignments are posted at one time, be sure to add suggestions, comments, or resources at least two other times to meet the expectation that teachers should be updating their LMS pages at least three times per week. Teachers should be available during regular school hours—when working from home, teachers are still expected to work an eight hour day (though both flexibility and professional judgement are needed to navigate the eccentricities of remote learning). One change: the district will not be developing logs for administrators and teachers to track their time—individual schools will determine how to track this information.
5. **Learning Packets:** The district will be mailing learning packets to students who do not have access to the LMS. Teachers are expected to call these students to check in on their progress and answer questions/offer feedback. At the secondary level, packets are sent for identified core content areas, and teachers in those content areas should check with their packet students once per week to provide support as needed. Teachers may access these packets on the FWCS website (on both the curriculum page—scroll to the bottom—or the COVID-19 informational page).
6. **School-Specific Expectations and Evaluations:** Building administrators may make reasonable requests beyond the district’s minimum remote learning requirements (such as asking teachers to Zoom with a class once a week), but implementation of remote learning is not subject to evaluation. Evaluations for the 2019-20 school year will be determined by observations made prior to when schools were closed.

- 7. Grading and Credits:** Grades were frozen at the end of the 3rd quarter. There will be no 4th quarter grades. Elementary will average the first three quarters, using the 12-point scale (12 is an A+, 11 is an A, etc.) to determine the final grade. Middle schools will average grades the same as the elementary, with semester classes using the 3rd quarter grade to determine final grade; quarterly classes (6th grade only) will not be factored in for the last half of the year. Additionally, middle school “for-credit” classes have the option to transfer the 3rd quarter to high school as an *elective* credit, though this transfer is not required for the student to proceed to the next level. High school will use the 3rd quarter grade as the 4th quarter grade except in the specialized classes (Anthis classes for certification, dual credit, AP) where instruction needed to continue to fulfill a graduation or certification requirement. Only high school students have the opportunity to raise their 3rd quarter grade—this may be accomplished by submitting missing 3rd quarter assignments, re-submitting assignments or submitting academically equivalent work (aligned to 3rd quarter content standards). Failing students who do not submit or resubmit assignments will be given an Incomplete and will have the opportunity to complete the course prior to the end of the first semester of 2020-21.
- 8. Seniors, per the state of Indiana, are treated differently.** Any senior who was enrolled in a class when schools closed will get credit for that class. Prior to the state’s announcement about this, FWCS enrolled failing seniors in Edgenuity for classes that would have previously been necessary to fulfill a graduation requirement. It is important to note that even though students who do not complete their Edgenuity classes will be allowed to graduate, they will NOT have an important course grade on their transcripts—this could limit a student’s ability to enroll in a junior college or a college, be accepted in the military, etc. FWCS encourages all seniors to complete their coursework so that they will not be negatively impacted by having an incomplete transcript.
- 9. Looking Ahead:** We expect many conversations about what school will look like in the fall, safety protocols, etc. and we will do our best to keep members informed as decisions are made.