

WARRICK COUNTY SCHOOL CORPORATION
Live Streaming - Parent and Student Expectations and Responsibilities
Created Summer 2020

This document provides parents and students with a framework for distance learning within the Warrick County School Corporation. The school corporation reserves the right to make changes to this document at any time and to defer back to its policies and procedures that govern student learning and behaviors.

Parents are to do the following:

1. Provide your student with a space that will allow them to complete their school work and virtual sessions with few to no distractions. An example of this would be to provide your child with a desk/table area with good lighting and away from distractions such as the TV, video games, and more.
2. Provide your student with the tools necessary to access the live streaming virtual classroom. This means you will provide your students with a stable internet connection and an up to date computer to access the materials and the virtual classroom. Students in the middle schools and high schools will have access to a school owned Chromebook.
3. Engage your student with their learning as well as the student's teachers. This may mean a weekly call or email from the teacher to discuss the progress of your student while they are taking the course virtually.
4. Motivate your student to succeed in the live streaming virtual classroom. Your support will make the difference between passing the class and failing the class.
5. Read your emails from the teachers and school daily. Teachers that have Google Classrooms will have parents signed up for an email summary which includes any missing work, upcoming work, and class activities.
6. Reach out to us (teachers and staff) when you need help.

Students are expected to do the following:

1. Login to your classes before the official start time each and every day. Example - if your first class period starts at 7:35 AM, you should start logging in around 7:30 AM in case you have technical issues. You will be counted tardy if you are not in the virtual classroom at the official start time. Accumulated tardies will result in disciplinary action. You need to have your microphone on and your webcam during roll call. If you fail to login at all, you will be counted as being absent. If you have chronic absenteeism, then the school will make a home visit along with the attendance officers. It will be the responsibility of the student to make sure they click into the proper link and at the proper time for their classes.
2. Wear appropriate clothing at all times. The school rules for dress code apply while you are attending the school virtually.
3. Complete all of your work on time as assigned by your teachers. All of your assignments and tests count as if you were sitting in the physical classroom. Any necessary extensions will have to be approved by the teacher. The same policies that cover make-up work for sick days will apply.
4. Stay focused on the classroom instruction as well as your classmates when there is discussion. Any deviation from this expectation will potentially result in disciplinary action.
5. All of the classroom rules and school rules apply to the virtual classroom.
6. Mute your microphone when you are not speaking. There should be zero background noise when you are speaking to the classroom (i.e. no music, television, or other item in the background).
7. You are prohibited from taking any pictures or video images from the classroom at all times. Violation of this rule will result in disciplinary action.
8. Communicate with your teachers on a regular basis. The main source of communication will most likely be via email, but could take place via a video chat session. Any lack of communication with your teacher could result in a disciplinary action, so please make sure you reach out to your teachers frequently.
9. Re-evaluate your daily, weekly, and monthly progress when it comes to your grades as well as your overall completion rate.
10. Ask for help whenever you need it.
11. Monitor your progress and grades via the Synergy app.

Student Testing Rules for the Virtual Classroom:

1. All exams must be in the room where you will conduct your webcam scan before each test. A webcam scan will consist of the student scanning the entire room where they will take the test. This scan will include scanning the table/desk.
2. Your webcam and microphone MUST be on at all times during the testing period. You may turn your volume down to zero so you are not distracted. You will be using Google Meet/Hangout during your testing times. Once you exit the Google Meet/Hangout, your webcam and microphone will turn off. If you exit the Google Meet/Hangout before you are done testing, you may be penalized.
3. No other person is allowed to be in the room or enter the room when you are taking a test.
4. The lighting in the room must be bright enough to be considered daylight quality and your source of lighting cannot be behind you facing the webcam.
5. You MUST sit at a clean desk or table.
6. The room MUST be as quiet as possible. There should be zero noises during testing time. No TV, radio, cell phone sounds, or any other noise source in your testing room.
7. You may NOT have any of the following items in your room during testing times unless allowed by the classroom teacher: books, paper, pens, calculators, textbooks, notes, phones, or other computers.
8. You will ONLY use your school issued Chromebook to take your tests.
9. You can only have the Google Meet/Hangout tab opened and the tab for your test. Any and all other tabs that are opened will automatically cause you to get a zero on your test.
10. You MUST follow the school dress code.
11. You may NOT use any headphones or earbuds during testing times.
12. You may NOT leave the testing room for any reason unless there is a safety issue.

Any violation of the above rules may cause you to receive a zero on your test and/or be removed from the entire course.