



Saint Pius X Catholic School

Virtual/e-Learning Guide

2020-2021

Saint Pius X School fosters the Catholic commitment to know, love and serve the Lord as reflected in our parish motto, "Love One Another". Our mission is to recognize the value of each student and to challenge the individual to be a responsible, self-disciplined, lifelong learner in the service of the church and society.

Saint Pius X Catholic School is committed and dedicated to providing the stellar education that we have been doing since 1955. Keeping the Catholic Identity, spiritual growth and religious education at the forefront of our daily academic day. Also, the continued importance and awareness of educating the whole child, paying special attention to the social and emotional well-being of our children each day during this new time of Virtual/e-Learning.

It is our promise and commitment to our students and families that we will continue to and build each day the solid foundation in which our children will be successful in both academics and their Catholic faith.

We, the staff of Saint Pius X Catholic School will provide a robust, consistent, and organized virtual learning experience that will be conducive to all students of all grade levels at SPX.

Important Points of Virtual / e-Learning platform:

- A proper device and workspace is crucial for academic success
- Access to a printer is highly recommended
- In choosing virtual learning, this is a nine-week commitment
- For those in virtual learning who decided to return to campus for in-person learning – an email must be sent to the school office two weeks prior to the nine-week period ending. If school office is not notified, student will remain on the virtual / e-Learning roster. (schooloffice@spxdallas.org)

This guide will outline the platforms, protocols, expectations and norms for students, parents and staff. This Virtual/e-Learning guide will be added as another section to our current Parent / Student handbook. By signing the Parent/Student handbook, you are also recognizing and agreeing to all terms of virtual / e-Learning at SPX. Please note, we reserve the right to make changes to this guide to best meet the needs of our students.

Pre K, Kindergarten & First Grade:

Classes will be conducted both live (synchronous) and recorded (asynchronous) within the day/week.

- Giving a balance for both.
- Consistent times/days will be outlined in grade level schedule. Giving virtual learners a set daily schedule just as in school.

- Platforms used
 - SeeSaw
 - ZOOM
- Class chat times will be via ZOOM during set times each day/week with both face-to-face and virtual students for connections and relationship building (social / emotional connection time).
- Weekly calendar/plan will be sent to parents outlining the goals and objectives.
- Live lessons will be conducted via ZOOM and will be a set scheduled time each day/week.
- Additional academic ZOOM lessons will be scheduled times each day and week during specials times. This additional time will allow the homeroom teacher the opportunity to meet only with virtual students, focusing on any specific needs they may have.
- Special occasion's lessons, virtual field trips, and distant learning opportunities when scheduled, will be included in the week's normal schedule for additional virtual/live academic time.

A designated date/time will be set for packet pick-up for those not having access to a printer. Please note, this must be reserved through the child's homeroom teacher – no unannounced drive-ups will be allowed. Homeroom teachers will only make designed number of packets. More communication from the homeroom teacher regarding packet pick-up will follow.

For those selecting virtual/e-Learning, a swap day for picking up this year's books, workbooks, supplies, etc... will be scheduled prior to the Sept. 8th Virtual Learning start day

Second and Third Grade:

Classes will be conducted both live (synchronous) and recorded (asynchronous) within the day/week.

- Giving a balance for both.
- Consistent times/days will be outlined in grade level schedule. Giving virtual learners a set daily schedule just as in school.

- Platforms used
 - SeeSaw
 - ZOOM
- Class chat times will be via ZOOM during set times each day/week with both face-to-face and virtual students for connections and relationship building (social / emotional connection time).
- Weekly calendar/plan will be sent to parents each week outlining the week's goals and objectives.
- Live lessons will be conducted via web cam and will be a set scheduled time each day/week.
- ZOOM lessons will be set scheduled times each day/week during specials times and/or after school so that attention will be specifically focused on virtual students.
- Special occasion's lessons, virtual field trips and distant learning opportunities when scheduled, will be included in the week's normal schedule for additional virtual/live academic time.

A designated date/time will be set for packet pick-up for those not having access to a printer. Please note, this must be reserved through the child's homeroom teacher – no unannounced drive-ups will be allowed. Homeroom teachers will only make designed number of packets. More communication from the homeroom teacher regarding packet pick-up will follow.

For those selecting virtual/e-Learning, a swap day for picking up this year's books, workbooks, supplies, etc... will be scheduled prior to the Sept. 8th Virtual Learning start day

Fourth & Fifth Grade:

Classes will be conducted both live (synchronous) and recorded (asynchronous) within the day/week.

- Giving a balance for both.
 - Consistent times/days will be outlined in grade level schedule. Giving virtual learners a set daily schedule just as in school.
- Platforms used
 - Edmodo
 - Microsoft Teams (TBD)
 - ZOOM
 - Class chat times will be via ZOOM during set times each day/week with both face-to-face and virtual students for connections and relationship building (social / emotional connection time).
 - Weekly syllabus/calendar will be sent to parents each week outlining the week's goals and objectives.
 - Live lessons will be conducted via web cam and will be a set scheduled time each day/week.
 - ZOOM lessons will be set scheduled times each day/week during specials times and/or after school so that attention will be specifically focused on virtual students.
 - Special occasion's lessons, virtual field trips and distant learning opportunities when scheduled, will be included in the week's normal schedule for additional virtual/live academic time.

A designated date/time will be set for packet pick-up for those not having access to a printer. Please note, this must be reserved through the child's homeroom teacher – no unannounced drive-ups will be allowed. Homeroom teachers will only make designed number of packets. More communication from the homeroom teacher regarding packet pick-up will follow.

For those selecting virtual/e-Learning, a swap day for picking up this year's books, workbooks, supplies, etc... will be scheduled prior to the Sept. 8th Virtual Learning start day

Sixth, Seventh & Eighth Grade

All academic classes (ELA, Math, Religion, Science, Social Studies, & Spanish) will be live (synchronous).

- Students will follow their specific schedule for their grade level.
- Platforms used
 - Edmodo
 - Microsoft Teams (TBD)
 - ZOOM
- Class chat times will be via ZOOM during set times each day/week with both face-to-face and virtual students for connections and relationship building (social / emotional connection time).
- Assignments/Homework will be listed on FACTS/SIS
- Special occasion's lessons, virtual field trips and distant learning opportunities when scheduled, will be included in the week's normal schedule for additional virtual/live academic time.

A designated date/time will be set for packet pick-up for those not having access to a printer. Please note, this must be reserved through the child's subject area teacher – no unannounced drive-ups will be allowed. Subject area teachers will only make designed number of packets. Packets will be distributed by student home room – no unannounced drive-ups will be allowed. More communication from the homeroom teacher regarding packet pick-up will follow.

For those selecting virtual/e-Learning, a swap day for picking up this year's books, workbooks, supplies, etc... will be scheduled prior to the Sept. 8th Virtual Learning start day

Specials Classes:

Specials classes will consist of P.E., Art, and Computer Literacy / Spanish. Please note, this does not include Spanish for 5th – 8th grade students – Spanish is a separate class for these students.

- Each specials class will send out a monthly calendar of a daily task to complete.
 - Examples would be a short video, creative activity, link to read, project or exercise activity to do each day.
 - Specials teachers will be available with virtual “office hours” for all parents/students.
 - Special ZOOMs may be scheduled for chats/touch base times.
 - Specials teachers may co-teach with homeroom teachers at times for co-curricular activities.
 - Students will keep calendar as a check list for each day’s task completed.
 - Work, pictures, summaries, or video can/may be sent to specials teachers when needed and assigned by specials teachers.
 - Zoom links will be located on each specials teacher’s calendar if applicable.

A designated date/time will be set for packet pick-up for those not having access to a printer. Please note, this must be reserved through the child’s specials teacher – no unannounced drive-ups will be allowed. Specials teachers will only make designed number of packets and give to homeroom teacher for distribution – again, no unannounced drive-ups will be allowed. More communication from the homeroom teacher regarding packet pick-up will follow.

For those selecting virtual/e-Learning, a swap day for picking up this year’s books, workbooks, supplies, etc... will be scheduled prior to the Sept. 8th Virtual Learning start day

NORMS for Students:

Parent / Student handbook will be followed and adhered to.

- School uniform will be worn during all classes via ZOOM live classes (Fridays – virtual students will be allowed to wear school spirit shirt).
- School dress code and standards must be followed by virtual learners.
 - Pajamas, tank tops, hats/caps, etc... are not appropriate for virtual learning school.
 - Props, pets, toys, etc... are not appropriate for virtual learning school.
- Students must have a work area/desk area for “classes”.
 - Kitchen table
 - Dining room table
 - Desk/study area
- Classes should not be from student’s bed, car, backyard playground equipment or restaurant.
- Students are required and expected to be on line at designated time and remain “in class” the entire period.
- Attendance and tardiness will be recorded each day.
- Camera must be on entire class time and students are expected to be seen (full face) and participate.
- Eating, chewing gum, and snacks are not allowed during class time.
- Class time should be in an area with no distractions and should have adequate lighting, environment conducive for learning.
- Assignments are due on due date and grading periods will remain the same for all students.
- Student’s full name must be used when logging in to all platforms – no nicknames used.

NORMS for Parents:

Parent / Student handbook will be followed and adhered to.

As our partner in education, it is imperative now more than ever that you, as the parent, help us to monitor the academic learning environment set up for your children at home.

We ask that you help us make the experience the best it can be for the students so that they are equipped with the necessary supplies to be successful, participate and understand that virtual learning from home is still “school”.

- Proper monitoring for grade/age student is expected.
- When your student is on the internet for classes, siblings should not be in the same room “playing” or distracting the students.
- Other siblings should not be in the same room playing X-Box, watching TV, streaming music, etc...
- Other devices being used (XBOX, video games, Alexa streaming) all take up bandwidth—this can cause your child to not have an adequate connection.
- Your child should be set up with a proper workspace and supplies.
- ZOOM lessons are for academic learning-not for toys or other items to be displayed or played with during lesson time.
- Pets should be kept out of the learning environment during the lesson times.
- In addition to parent norms, please review Norms for Students with your child.

Norms for Teachers/Staff

Faculty / Staff handbook will be followed and adhered to.

- Lessons/Syllabus/ and/or Calendar will be sent out daily/weekly/and/or monthly for all students in virtual learning.
- Times of ZOOM lessons will be set times each day/week to make for a consistent schedule for students.
- Virtual “office hours” will be set by each teacher and communicated to parents (email, phone calls, ZOOM).
- Grades/Assignments will be submitted and recorded weekly for accurate and current grades. (by 8am Monday)
- Designated time/dates for all assignments will be posted by 6PM.

Behavior and respect will maintain at the same standards and expectation for and from all, remembering our motto of “Loving One Another”.

Virtual school hours will be from 7:45AM – 3:15PM, Monday-Friday.

- Not all hours will be on-line. (grade level schedules will be sent out prior to start date of Sept. 8)
- Students will follow the same school calendar, beginning for virtual students on Sept. 8.
- ½ days will be instructional days for virtual students and schedule will be communicated by teacher.
- Virtual students are expected to meet the same total instructional days as in-person students (180 days of instruction).
 - *In lieu of the online students having a different calendar, the two ½ days (Sept. 2nd & 3rd) will be waived for those on-line students*
- Attendance and tardiness will be recorded for each class.
- Weekly masses will be live-streamed to allow our online learners to attend mass.
- Daily announcements will also be live-streamed / recorded to keep our online students current with school events / information.

It is our goal and objective to conduct virtual learning to be as close to “normal” as face-to-face learning as possible. Students choosing virtual learning will be expected to conduct themselves on line just as if they were in the classroom. The quality of work is expected to be at the same caliber as our face-to-face learners.

***Right to Amend**

St. Pius X Catholic School reserves the right to amend this Virtual / e-Learning Guide. Notice of amendments will be sent to parents via the Thursday Folder or through e-mail communication. *