

Sequoyah High School



Distance Learning Plan

Honor the SPEAR

Jolyn Choate
Principal

Ron Etheridge
Superintendent

Overview and Purpose

- The purpose of this guide is to provide answers and expectations during our time of Distance Learning.
- Our hope is to maintain academic rigor while providing a sense of stability to **ALL** our students and their families.

Expectations

- HS Students will be required to complete all assignments given by their teachers, whether by or in Office 365, PLATO, or other website assigned by the teacher, or in digital form, saved to a provided flash drive.
- Students should expect to spend approximately 3 hours per day completing schoolwork. Some students may need additional time.
- Virtual assignments should be submitted digitally by the following Monday.
- A storage device or flash drive with assignments will be provided to students without access to the internet. These devices must be returned with completed work.

HOW TO PICK UP WORK

- HS students will be able to pick up their materials needed for extended learning on Monday, April 6th, at the HS from 8:00 am to 1:00 pm. If you have an extenuating circumstance, please call Principal Choate.
- HS students will be able to drop off their materials needed for extended learning on Friday, May 8th, at the HS from 8:00 am to 1:00 pm. If you have an extenuating circumstance, please call Principal Choate.

How to Communicate with Teachers

Teachers will have daily office hours to assist your student and help students with any problems that might arise. Office hours will be held in a virtual platform that will be selected by your child's teacher. This may include but is not limited to: text message, Office 365 Teams, email or phone calls.

- Math – 9:00 am – 11:00 am
- English – 10:00 am – 12:00 pm
- Science – 11:00 am – 1:00 pm
- Social Studies – 12:00 pm – 2:00 pm
- Electives – 1:00 pm – 3:00 pm

Teachers will be attempting to make contact *twice* per week to check in on your student.

How to Return Work

- Work done virtually will be submitted online.
- Students completing work on flash drives will return their work to the school by the deadline. Please ensure your student has their name and grade on the envelope holding the flash drive. You may return completed work at any time to the building drop box located under the awning, at the entrance closest to the Principal's office.

Will Work be Graded

Yes, academic expectation and integrity remain in force. Three grades per week can be expected per class.



How Do I Get Personal Belongings From the School

- Achieve teachers will be contacting students to determine if students have electronic devices or other materials essential to learning.
- Based on this information, we will make individual accommodations to meet the needs of each student.
- Students who need to pick up laptops, textbooks or other items essential to learning will need to contact the HS office beginning Monday, April 6th in order to schedule a time (10 min increments) to pick up their possessions.
- Dorm students will also need to make an appointment to claim their possessions. Please know that we will be following CDC guidelines through this process. No loitering will be allowed. Students must get their equipment and immediately leave campus.
- HS office phone numbers are 918-453-5179 or 918-871-9005.

Pick-up dates/times: Office hours: 8:00 am – 1:00 pm

Educational Resources

We will be posting links on the district website about how to access the digital resources and how to access digital book titles from local libraries.

Meals

Grab and Go Meals will be served Monday - Friday at the SHS Cafeteria on campus, the Pavilion behind the CN Court House, Hop-In and Big B's in Stilwell for any student or child ages 18 and under, free of charge. We will be providing breakfast and lunch each day. The locations and times are published on our website. Special arrangements for meals may also be made to accommodate extenuating circumstances by calling (918) 453-5191 from 8:00 am to 1:00 pm.

Major Events

1. PROM: At this time, prom has been canceled.
2. GRADUATION: Every attempt will be made to hold a graduation ceremony. Graduation could be postponed to a later date, possibly July. Depending on conditions and recommendations from the state and CDC, it may be necessary to take alternative measures to ensure that we recognize students. We are currently working on alternative measures to recognize students in the event that we remain restricted.
3. SENIOR CHECK-OUT: Graduating seniors will still be required to check-out at the end of the school year. We will be providing more information about this process as it becomes available.
4. SCHOOL ISSUED DEVICES: Senior students will be required to turn-in their school issued devices according to the senior check-out process or purchase the device. Underclassmen will keep their device for the next school year.
5. YEARBOOKS: If you have ordered a yearbook, we will send out a notification once they have arrived and are available for pickup. If you have not purchased a yearbook, they will be available for purchase on a first come, first serve basis.
6. AWARDS ASSEMBLIES: We will not be rescheduling any of our awards assemblies at this time. Students will be recognized with the honors they received via mail.
7. CHEERLEADING TRYOUTS: We are currently working with our cheerleading sponsors to develop a virtual cheerleading tryout process. We will be communicating these details once these procedures have been finalized.
8. CONCURRENT ENROLLMENT: HS Students will still be required to complete the coursework for classes in which they are concurrently enrolled, according to the direction and guidance given by their instructor and the academic institution.
9. DRIVER'S EDUCATION: Students currently enrolled will receive an "Incomplete," until hours with an instructor can be logged. We will not be conducting Driver's Education classes this summer.
10. NATIONAL HONOR SOCIETY: We are currently working with the NHS sponsor to develop the application process. We will be communicating these details once these procedures have been finalized.
11. RETURNING APPLICATIONS and ESSAY: Students may mail or email applications and essays or place them in the drop box located at the entrance under the awning nearest the Principal's Office.

Questions or Concerns

If you have any questions or concerns please call the High School office at (918) 453-5179

Monday-Friday from 8:00 AM - 1:00 PM.

You may also email:

Jolyn Choate, HS Principal at Jolynchoate@sequoyahschools.org or

Marcus Crittenden, HS Athletic Director at marcuscrittenden@sequoyahschools.org