



Virtual Learning Orientation

Southwest Local Schools

Logging In

- ▶ To log into the student's computer, you will need to enter the full student email address as the username, which follow's this formula:

Full First Name.Last Name@mywildcats.org (no spaces in between)

EX for student Johnny Wildcat: Johnny.Wildcat@mywildcats.org

The student's password also follows a formula:

Capital first letter of first name, lower case first letter of last name, plus the student's 6-digit lunch number (no spaces in between - case sensitive)

EX for Johnny Wildcat: **Jw123456**



To log into the Accelerate Platform:



Accelerate website: <https://accelerate-hcesc-southwest.vschoool.com>

Your username and password is the same as how you log into your computer:

Username: Firstname.Lastname@mywildcats.org
(EX for Johnny Wildcat: Johnny.Wildcat@mywildcats.org)

Password: Capital first letter of first name, lower case first letter of last name, plus the student's 6-digit lunch number (no spaces in between - case sensitive)

EX for Johnny Wildcat: **Jw123456**

To log into Edgenuity - High School French 3, Statistics, Physical Geology, AP Human Geography, and AP Psychology ONLY:



- ▶ Edgenuity website: <https://www.edgenuity.com/login/>
- ▶ Your teacher will send you the log-in username, but your password will be the same as your computer log-n password (Capital first letter of first name, lower case first letter of last name, plus the student's 6-digit lunch number (no spaces in between - case sensitive)
- ▶ EX for Johnny Wildcat: **Jw123456**

Virtual Learning Expectations

All students will adhere to these 3 primary requirements:

▶ 1) Instructional Time -

Kindergarten: 14 hours per week (approx. 2 hours and 45 minutes per day)

Grades 1-5: 27.5 hours per week (approx. 5.5 hours per day)

Grades 6-12: 30 hours week (approx. 6 hours per day)

▶ 2) Additional Time Log - The virtual platform will log students' time on curriculum, so we are able to keep track of their hours there. However, time spent working in workbooks (K-5), on Math XL for middle and high school, doing research or other teacher-assigned project, or performing required independent reading will require parents/students to keep a log of hours that will be submitted each week to their Southwest Local teacher assigned to them.

▶ 3) Daily check in: Students will have a DAILY check-in with their Southwest Local virtual teacher, and the time of this meeting can be worked out with each family and the teacher. This is a requirement. Other than that, each family must create a schedule of their choosing for students' time to work on the curriculum, but they can be flexible - for example, if a parent works Tuesday/Thursday, they can choose for their 5 days to be M, W, F, Sat., Sun. Routine is key for students' success, so the schedule should be the same every week.

Additional Expectations, specific to grade bands:

Elementary:

- ▶ Reach out to teacher when you need help/take ownership/don't wait for the teacher to come to you.
- ▶ Balance between content areas, follow the suggested time for each lesson or activity
- ▶ Try your best
- ▶ Do your own work
- ▶ Move on if you get frustrated, take a brain break
- ▶ Find a virtual friend to collaborate with
- ▶ SLSD Core Values -
- ▶ TRUST
- ▶ RESPECT
- ▶ OWNERSHIP
- ▶ LEADERSHIP
- ▶ Treat your learning coach (parent/guardian/babysitter) & virtual teacher the same that you would treat your teacher at school
- ▶ Take care of your laptop (belongs to SLSD) and supplies

Additional Expectations, specific to grade bands:

Secondary:

- ▶ You need to communicate daily with your teacher(s).
- ▶ Reach out to teacher when you need help/take ownership/don't wait for the teacher to come to you.
- ▶ Move on if you get frustrated, take a brain break.
- ▶ Find a virtual friend to collaborate with.
- ▶ Weekly "stop light" self- checks to monitor progress.
- ▶ Meet the 30 hr/week requirement.
- ▶ Develop a consistent daily and weekly schedule that works for you to help you stay organized.
- ▶ When meeting virtually, maintain professionalism and live SWLSD Core Values.
- ▶ Take care of your laptop (belongs to SLSD).

Attendance

- ▶ Attendance will be recorded in 2 ways: through hours logged each week in the Accelerate or Edgenuity platform (automatically done by the program)
- ▶ Through a weekly log submitted to the teacher by 11:59pm each Sunday night for additional activities completed outside of the Accelerate or Edgenuity platform (i.e. Math XL activities, research projects, teacher-created materials, teacher-assigned projects, independent reading, time spent in virtual conference with teachers, etc.)
- ▶ If your child is sick and cannot log into the Accelerate platform that day, simply let your teacher(s) know. You do NOT need to call in to the school attendance line to report an absence.
- ▶ Absences will be reported for each student in quarter day, half-day, and full day increments if students do not reach their minimum hours each week (14 hours per week for Kindergarten, 27.5 hours per week for grades 1-5, 30 hours per week for grades 6-12). All absences will be officially recorded in Progress Book, and reporting requirements such as attendance plans and truancy procedures will be followed, as required by the Ohio Department of Education, for students who are habitually absent from the program.
- ▶ Students may log on and complete coursework at any time of the day. **SETTING A ROUTINE IS BEST.** Coursework may be complete on the weekends, as well, if the student/parent or guardian so desires.
- ▶ If the attendance week is a short week on the school calendar (i.e. a 4-day week), required hours will be adjusted accordingly.

Time Logs



- ▶ A sample time log is available [HERE](#). Please submit one of these weekly (scan and submit or take a digital picture of the time log and submit it to your teacher(s)).

Virtual Staff - K-5

- ▶ Kindergarten: Allison Williams and Alexandra Jester
- ▶ Grade 1: Brenda Olsen and Kim Dennett
- ▶ Grade 2: Meredith Weiss and Stephanie Hale
- ▶ Grade 3: Winter Taulbee and Melisa Beidelman
- ▶ Grade 4: Allison Decker, Brook Cole and Dana Stafford
- ▶ Grade 5: Bob Bundy and Dana Stafford
- ▶ Special Education: Amy Walters, Cassie Montgomery, Lisa Niesen and Jesica Shane



Virtual Staff - 6-8

- ▶ Math: Michael Aldrich
- ▶ ELA: Catherine Duncan and Lauren Green
- ▶ Science: Laura Wortman
- ▶ Social Studies: Lucas Parks
- ▶ Art: Deb Jones and Anna Adams
- ▶ Spanish: Mary Rudolph
- ▶ PE and Study Skills: Andrew Bontrager
- ▶ Special Education: Jaci Gill, Kristy Georgiton, and Mary Denney



Virtual Staff 9-12

- ▶ Art: Tara Keller and Pam Kravetz
- ▶ English: Ryan Carroll, Eric Weber and Jeff Nienaber
- ▶ Spanish: Jennifer Baker
- ▶ Math: Amy Poettker, Maria Clark, Emily Holbert, Melanie Siemer, and Amy Berwanger
- ▶ Social Studies: Chris Baird, Shawn Sowders, Conor Thomas and Phil Deak
- ▶ PE: Mike Brossart and Derek Rehage
- ▶ Special Education: June Hyde, Jayme Agnew, Derek Rehage, Andrew Schlager, Kelli Bill Nick Roth and Emily Holbert



Getting Organized - Materials

▶ Required Supplies:

- ▶ Pencils and erasers
- ▶ Crayons, markers, or colored pencils
- ▶ Scissors
- ▶ Glue or glue sticks
- ▶ Blank paper/Notebook paper
- ▶ Workbooks for K-5 Math, ELA, Science and SS (provided by district)
- ▶ AP textbooks (provided by district)
- ▶ Folders or binders to organize materials

▶ Additional Items that may be Helpful:

- ▶ Counters for K-2 Math (pennies, beans, small erasers, buttons, Skittles or M&M's, etc.)
- ▶ Independent Reading Books (library books would work)
- ▶ Headphones
- ▶ Highlighters
- ▶ Ruler
- ▶ Grid Paper



Getting Organized: Setting Up Your Workspace



A quiet space away from distractions is recommended



A desk or table to work at will be helpful.



Have a system for keeping your workspace and materials organized.



3. Managing Time



Establish a regular schedule for your studies.



Incorporate short brain breaks during learning.



Keep up with the pace each week.



We understand that each family's schedule is different, so please feel free to complete the 5.5 hours of work each day in a way that is sustainable for your family.

Sample Schedule, K-3

Subject/Activity	Suggested Time
Morning Meeting (Discuss Calendar, Weather, Lessons for the day, Review goals)	10 minutes
Language Arts	60-75 minutes
Snack/Brain Break (play a game, exercise, move around)	15-20 minutes
Mathematics	45-60 minutes
Lunch/Free Play	45 minutes
Science	30-45 minutes
Brain Break	10 minutes
Social Studies	30-45 minutes
Brain Break	10 minutes
Electives (Art, Music, etc)	30 minutes
Afternoon Meeting (Discuss what was learned today across the subjects, a favorite thing a student learned, what goals were met, set goals for next day.)	10 minutes

Sample Schedule, Grades 4-5

Subject	Suggested Time
Morning Meeting: Discuss goals for the day, discuss current events, upcoming activities	10 minutes
Language Arts	60-75 minutes
Snack/Brain Break (play a game, exercise, move around)	15-20 minutes
Mathematics	45-60 minutes
Lunch/Free Play	45 minutes
Science	30-45 minutes
Social Studies	30-45 minutes
Brain Break	10 minutes
Electives	30 minutes
Afternoon Meeting: Discuss what was learned, review and set goals	10 minutes

Grades 6-12

- ▶ Follow the student's typical bell schedule, with 50-60 minutes per subject/per day and a 5-10 minute brain break in between each course. Be sure to take at least 30 minutes at lunchtime to rest and take a break from the computer, and at least another 30-60 minutes to get in some physical activity - take a walk, go for a bike ride, play basketball, etc.

Parent Resources

- ▶ Accelerate Learning Resources for the Learning Coach: <https://learningcoach.accelerate.education/>
- ▶ SLSD Technology Help Desk for Laptop Repairs, SLSD Account Issues, or Log-in Credentials not working - please click [HERE](#)
- ▶ If you are experiencing difficulty with the Accelerate platform (or Edgenuity for students enrolled in French 3, Physical Geology, Statistics, AP Human Geography, or AP Psychology), PLEASE NOTIFY THE TEACHER.

Contacts:

- ▶ For questions, please contact your child's teacher or principal
- ▶ You may also contact me at corinne.hayes@southwestschools.org or (513) 367-4139.