

Virtual Classroom Rules and Consequences

Below are expectations we are asking each student to follow while engaged in remote/virtual learning.

	Committed /Disciplined	Courageous	Self reliant	Serving Others
Virtual Learning	<ul style="list-style-type: none"> Attend Zoom Meetings and Classes on time Come prepared to class with all of your materials Complete all class assignments and homework and submit on time Follow classroom procedures- camera on, microphone muted unless talking or told otherwise, etc. Complete work independently, without the help of friends, unless given permission to do so Be present- avoid multitasking Choose a distraction-free space for attending virtual school Attend Office Hours/Tutoring as scheduled and on time Complete and turn in assignments on time in Google Classroom 	<ul style="list-style-type: none"> Ask questions in Zoom class by "raising hand" Comment in Zoom class when given permission Keep camera on during Zoom class Demonstrated creativity 	<ul style="list-style-type: none"> Email, text, or call teachers with questions about assignments Communicate issues with online tools in a timely manner and ask for workarounds or extensions. Ex: "Google Classroom won't let me submit, so I'm emailing you my essay." Communicate with families about school expectations and deadlines 	<ul style="list-style-type: none"> Keep facial expressions, verbal comments, and chat comments respectful at all times when on Zoom Breakout room norms- leaders, timekeepers, reports, recorders
Technology Use	<ul style="list-style-type: none"> Keep chromebook charged 	<ul style="list-style-type: none"> Avoid and report inappropriate 	<ul style="list-style-type: none"> Stay on task when using technology. 	<ul style="list-style-type: none"> Always THINK before posting online. (Is it

	<ul style="list-style-type: none"> ● Use technology appropriately ● Avoid eating or drinking while using Chromebook. ● Keep login, passwords, and private information private. ● Use Chromebooks for school use only 	sites and unsafe use		<p>True, is it Helpful, is it Inspiring, is it Necessary is it Kind?)</p>
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Should a student not meet expectations during virtual learning, a consequence will be administered. Please see below the consequences that will be assigned to specific behaviors.

Type 1 Behaviors
<ul style="list-style-type: none"> ● Tardy to Zoom Session ● Defiance <ul style="list-style-type: none"> ○ Remaining silent when asked to contribute ○ Not muting yourself ○ Not turning on your camera when ask ○ Not participating and contributing in group space or class <ul style="list-style-type: none"> ■ Not going to break out ● Provoking Conflict (waiting room) <ul style="list-style-type: none"> ○ Teasing ○ Name-Calling ○ Using your face to intimidate or otherwise discourage others from participating ● Profane Indecent language <ul style="list-style-type: none"> ○ Cursing (waiting room) ○ Hate Speech (verbal/written) against any group of people (waiting room) ○ Applies to both the words you speak and visible on camera (on your person, in the background) ● Uniform is encouraged, but not required <ul style="list-style-type: none"> ○ No offensive language/ symbols (waiting room) ○ No nudity or sexual references (waiting room) ○ No weapons (waiting room) ○ No hate speech (waiting room) ● Cheating <ul style="list-style-type: none"> ○ Work with DOC/teacher RE: Honor Code
<p>Consequence is parent contact by teacher.</p>

If behavior presents in multiple spaces or is a pattern over time, student consequence will be a Restorative Conversation with Student Support (with teacher and SSTeam member), SST will then, make contact with parent and more severe consequence could be administered

Type 2

- Repeat violations of type 1 behaviors
- Tobacco possession or use
- Inappropriate use of technology
 - Visibly being on another form of tech during class
 - Video games
 - Personal music
 - Cell phones
 - Hand held devices
 - TVs
 - Media depicting fighting , drugs, gang related activity, pornography
 - Inappropriate websites
- Drug Paraphernalia
 - Bongos
 - Roach clips
 - Miniature spoon
 - pipes
 - Or anything used to consume illegal drugs
- Skipping
 - Failing to attend scheduled class or activity w/o authorization after grace period

The above behaviors will result in either of the following:

1. Make-up hours with teacher
2. Attend zoom with SSC

If the student refuses to attend make-up hours with the teacher, their participation grade for the day would be affected.

If a student refuses to attend the restorative conversation, parent contact made again, and student assigned to in school suspension.

Type 3

- Repeated violations of type 2 behaviors
- Profane or Indecent language directed toward an authority figure
 - Cursing or indecent language toward an adult whether verbal or written
- Eloping
 - Leaving Zoom without authorization
- Non- compliance with an administrative directive

- Not showing up to your assigned consequence
- Vandalism under \$500
 - Destroying school issued computers
- Theft of school property under \$500
 - Selling the school computer
- Falsifying records
 - Access to your own online portals no one else's
 - Should not be involved with anyone else's accounts, passwords etc.
- Inappropriate sexual behavior
 - Unsolicited sexual comments either verbal or written
 - Showing your personal body parts, anyone else's body parts or depictions of private areas
- Alcohol or drug like substance possession; use or under the influence
 - Showing or partaking of drugs or alcohol on camera
- Threats: Class 1
 - Threats to a student, staff of school
 - Threat must be one that is believed to bring bodily harm
- Possession of weapon replica (shown on camera)
 - Stun Gun
 - BBGun
 - Airgun
 - AirSoft Gun
 - Cap Gun
 - Toy Gun (not water gun)
- Possession of other weapons (shown on camera)
 - Knives
 - Switchblades
 - Razor blades
 - Box cutters
 - Anything else with a blade
 - Brass knuckles
 - Ammunition
 - Billy clubs
 - Nun-chucks
 - Taser
 - Pepper Spray
- Any other weapon that could cause bodily harm (on camera)
 - Alert proper authority
- Gang Activity
 - Participating in a display of symbols or paraphernalia or the recruitment/ of a student into a gang (violent or disruptive groups)
 - Throwing up gang signs
 - Physically representing on camera that you are in a gang
 - Verbal representation of gang activity
 - Gang activity or affiliation can not be shown in anyway

These actions automatically result in a consequence and a restorative conversation. The

consequence for these actions is in school suspension.

Type 4

- Repeat Violations fo Level 3
- Under the influence of illegal drugs
 - While participating in school
- Threats: Class 2
 - Threat to cause harm to student , staff, school
 - Evidence must support the threat is actually/ potentially harmful/lethal to safety of student, staff, school or community
- Bullying
 - An intentional act that is severe, persistent, pervasive and interferes with a students educational benefits opportunities or performance
 - Unwanted teasing
 - Threatening
 - Intimidating behavior
 - Cyberbullying
 - Hazing
 - Theft
 - Sexual/religious/racial harassment
 - Public humiliation
- Cyber Bullying
 - An intentional act that is severe persistent pervasive and interferes with a students educational benefits opportunities or performance (in an online setting/ on social media)
 - Unwanted teasing
 - Threatening
 - Intimidating behavior
 - Hazing
 - Theft
 - Sexual/religious/racial harassment
 - Public humiliation

These actions automatically result in a consequence and a restorative conversation. The consequence for these actions is out of school suspension.

ZT

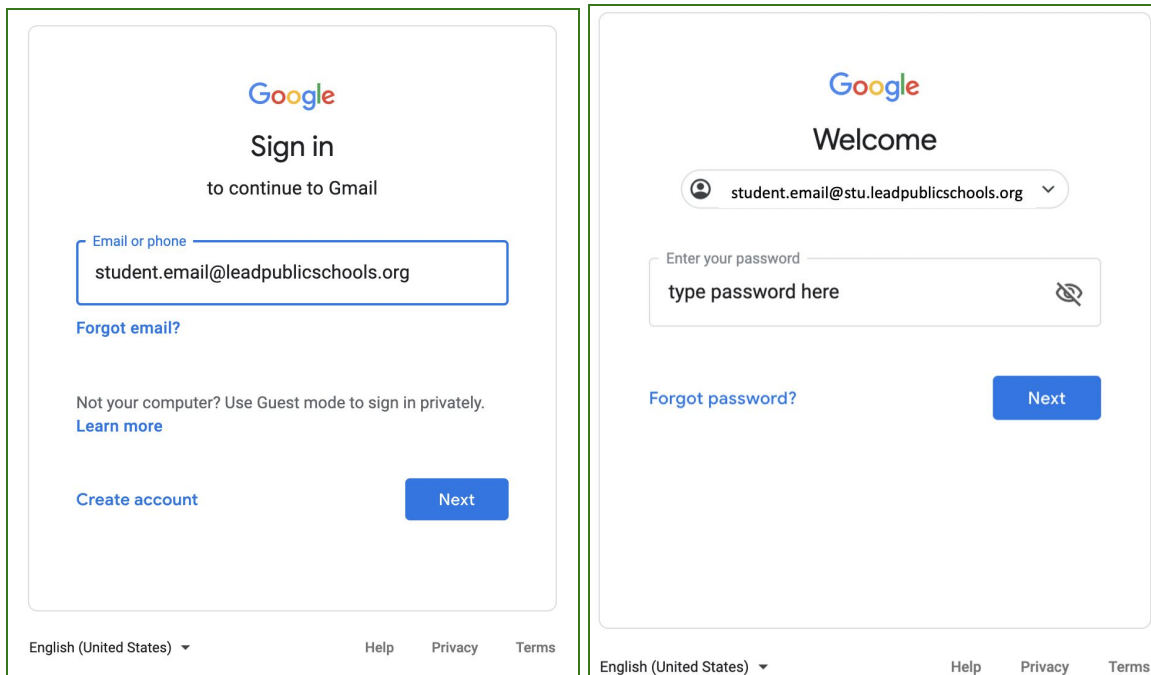
- Threat by Electronic Transmission
 - Student who transmits by school/ personal device a credible threat to cause bodily injury or death to another student, or staff member and creates actual disruptive activity to the learning environment that requires administrative intervention

- Firearms
 - If seen on camera will result in automatic expulsion
- Explosives
 - If seen on camera will result in automatic expulsion

Virtual Learning Tools

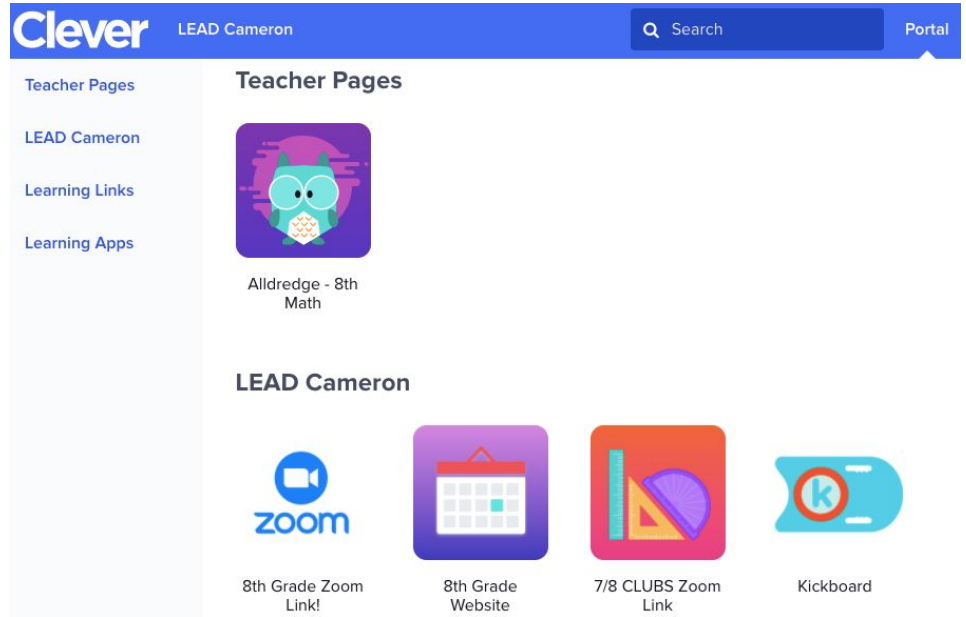
Student Emails

- Your student’s email address is on their **individual student sheet**.
- To log into their account, your student will need to:
 1. Go to www.gmail.com.
 2. Type his/her email address in the blank space. Make sure to include “@stu.leadpublicschools.org”.
 3. Click next.
 4. Type his/her password in the blank space
 5. Click “Next”.
- Please have your student **check his/her email daily** for updates and assignments from teachers and school staff.



Clever

When you open your chromebook and login, the Clever homepage will automatically open on your computer. This is a **personalized webpage** that gives you access to your **teacher pages** for your classes, **Google Classrooms**, **classroom apps**, and school-specific links like **Zoom**. The great thing about Clever is that it puts all of your school resources in one place, and it also will automatically sign you into some apps, and will remember your password for other apps and links once you've signed in the first time.



Login Instructions:

Open your chromebook and sign in using your student email address and password from your **individual student sheet**. It should automatically bring you to this screen. Click on “Log in with Google”, and enter your student email address and same password again, and you will be at your Clever homepage!



If you are using another device to do your schoolwork, you can access the Clever login screen by going to <https://clever.com/in/lead-public-schools> to login.

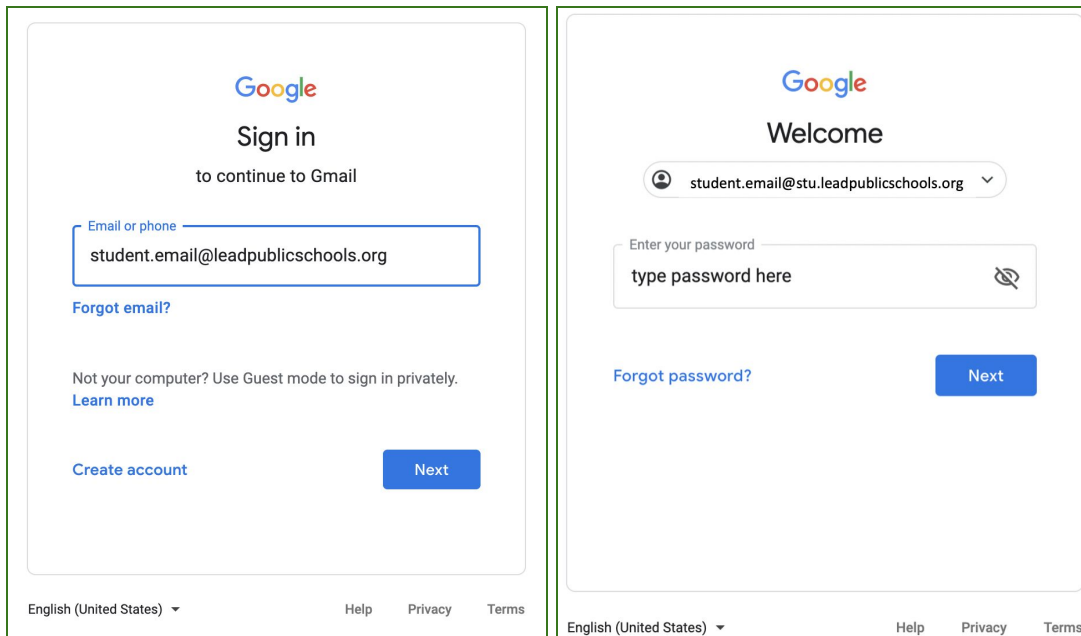
Google Classroom

Google Classroom is where your students can find their assignments posted for each of their classes. Students will see links to Google Classroom in their **Clever Portal**. The icon for Google Classroom looks like this green image on the right.



Google Classroom

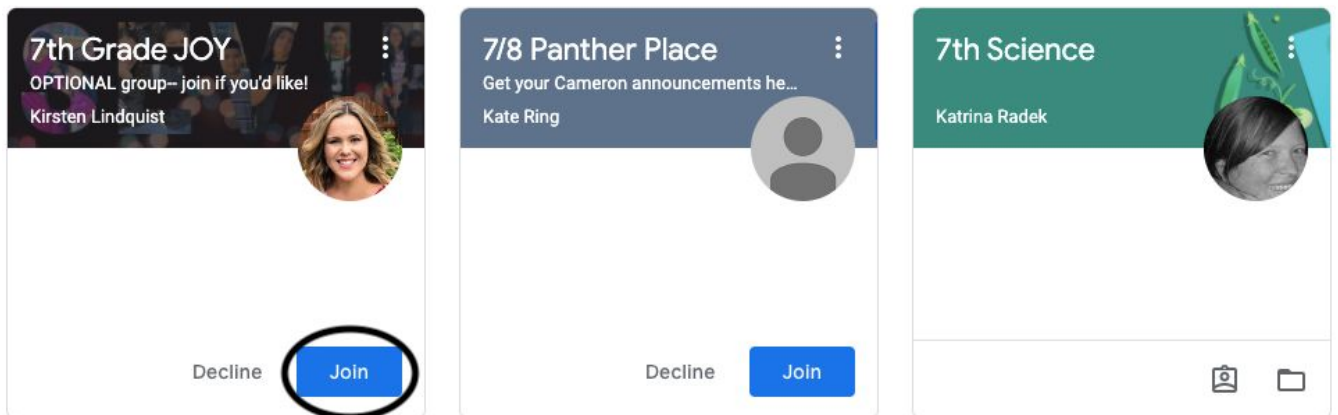
Once you click this link, you may be asked to log in, using your student email address and password from your **individual student sheet**.



The first screenshot shows the Google 'Sign in' page. It features the Google logo, the text 'Sign in to continue to Gmail', and an input field for 'Email or phone' containing 'student.email@leadpublicschools.org'. Below the field are links for 'Forgot email?' and 'Not your computer? Use Guest mode to sign in privately. Learn more'. At the bottom are 'Create account' and 'Next' buttons.

The second screenshot shows the 'Welcome' page. It features the Google logo, the text 'Welcome', and a dropdown menu showing 'student.email@stu.leadpublicschools.org'. Below is a password field with the placeholder 'type password here' and a visibility icon. At the bottom are 'Forgot password?' and 'Next' buttons.

Once you log in, you will see a homepage that looks like this:



Click the **blue 'Join' button** to join the class. Then, click each subject name to see classwork posted for that subject. Here, you can submit work that your teachers assigned to you.

Zoom

Zoom is a **video conferencing** platform that allows students to attend **live lessons** with their teachers. LEAD Public Schools will use Zoom video conferencing daily to provide live virtual instruction.

Links to Zoom sessions will be provided to students through their **Clever Portal** or **Google Classroom**. Once you click the Zoom link, follow these quick steps to join the video call:

1. You may be prompted to “Open Zoom.us.” Click “Open Zoom.us.”

Open zoom.us?

https://zoom.us wants to open this application.

Always allow zoom.us to open links of this type in the associated app

Cancel

Open zoom.us



2. Select “Join with Video.”

Join without Video

Join with Video



3. You may be placed in a waiting room that says “Please wait, the host will let you in soon.” Simply wait and the host will let you in.
4. Once admitted into the meeting, Select “Join with Computer Audio.”

Join With Computer Audio

Test Speaker and Microphone

