

2021 Virtual High School Summer Program Description

Dates: July 6, 2021- August 5, 2021

Times: 8:00 AM- 12:00 PM

Sites: Virtual

The 2021 Virtual High School Summer Program will provide students in grades 9-12 the opportunity to complete a five-week credit recovery program. Students are expected to participate in daily live synchronous sessions and independently work on course content until all required course content is complete. Classes begin virtually on Tuesday, July 6, and end Thursday August 5, 2021. The Virtual High School Summer Program will be held 4-days per week, Monday through Thursday from 8:00 a.m. - 12:00 p.m.

Credit Recovery courses can be found on hcps.org.

Original Credit geometry will be held 4-days per week, Monday through Thursday from 8:00 a.m. - 2:00 p.m.

The Virtual High School Summer Program is tuition-free.

Responsibilities of Students and Parents/Guardians Related to Live Virtual Instruction (Synchronous Learning)

To provide clear communication and consistent, effective services for the Virtual Summer School Program the Parent/Guardian and student agree to the following guidelines prepared by Harford County Public Schools:

- Parents/Guardians may enroll their student in Virtual High School Summer School for a maximum of one course.
- Live sessions will be hosted on **Microsoft Teams** in a synchronous learning environment.
- The student will be an active participant in the live session by communicating with the teacher about learning content, remaining engaged throughout the session, and adhering to the HCPS Code of Conduct.
- Students will be required to complete assignments in addition to the live sessions.

- Teachers/Providers may not conduct a Virtual Instruction session involving only a single student unless:
 - A parent/guardian is in the student's residence and is aware of the session; or
 - An HCPS staff person, in addition to the teacher/provider, listens to and/or views (as applicable) the session.
- Parents/Guardians and students must not record, duplicate or share/post any portion of a student's Virtual Instruction session.
- Parents/Guardians and students must not share passwords or provide access to HCPS online services to anyone.
- Prior to engaging in a Virtual Instruction session, students must be in a location where the background is appropriate (i.e., a location that is quiet). Students should mute their microphone as necessary to avoid disturbing a Virtual Instruction session.
- The use of the video function in any Virtual Instruction Session is not mandatory. Parents/Guardians may opt out of the use of the video function by turning off that function.
- In some situations, a Teacher/Provider will request consent for specific services prior to working virtually with the student.
- Parents/Guardians should immediately report to the site coordinator of the program with any question or concern, etc.

STUDENT RESPONSIBILITIES	PARENT RESPONSIBILITIES
<ul style="list-style-type: none"> • Dedicate time to learning. • Attend daily live sessions. • Complete assignments daily. • Engage in all learning posted with academic honesty. • Submit all assignments as directed by the teacher(s). • Attend to self-care by engaging in physical activity, conversation, appropriate routines, sleep, and play. 	<ul style="list-style-type: none"> • Provide an environment conducive to learning. • Engage in conversations on posted materials and assignments. • Monitor student progress in the online platform. • Support emotional balance by providing ample time for physical activity, conversation, appropriate routines, sleep and play. • See Parents Guide to At-Home Learning for additional support resources and scheduling suggestions.

Harford County Public Schools Virtual Summer Learning Attendance Policy

- Teachers and students are expected to log in and be on time and participate for the duration of all live sessions.
- Absences from live sessions will be addressed in the following manner:
 - **First occurrence:** The teacher will contact the parent/guardian and remind them of the missed session. Students may not make up the missed work from session if the absence is unexcused.
 - **Second occurrence:** The summer school site coordinator will contact the parent/guardian to inquire about the missed live session. The "no show" will be documented. Students may not make up the missed work from the session if the absence is unexcused.
 - **Third occurrence:** The parent/guardian, student, and the summer school site coordinator will have a conference to discuss attendance. The student may not be able to earn the course credit due to the amount of missed work.
- **Important Note:** Teachers and coordinators will make initial contact via email.

Resources to Support Virtual Learning and faculty/student/family collaboration to ensure a quality learning experience when planning and delivering instruction remotely:

- HCPS email and Connect5 phone calls are the most common communication tools used to contact and communicate with HCPS families, Prek-12.
- Current student and staff email.
- Teachers may use other Microsoft tools in lesson implementation with students and families. Microsoft TEAMS is a web conferencing tool that will allow staff to communicate with other staff and students in a live (synchronous) format.