Distance Learning Plan Mr. Kenfield Email: jkenfield@rlfedu.org (218)253-2163 x 120

- 1. Access to Class Materials & Assignments
 - a. Students in Physics (11), Chemistry (10), and 8th Grade Science
 - i. Will use their Google Classroom accounts to receive all homework assignments, lectures, and any other activities expected to be completed.
 - **b.** CIHS Chemistry Students
 - **i.** Will use their University of Minnesota Canvas accounts to receive all materials.
 - **c.** Parents
 - i. Use my Homework Central page as a guide to when items will be assigned along with expected due dates.
 - ii. https://sites.google.com/a/rlfedu.org/mr-kenfield/
 - **iii.** If you are not signed up for reports from Google Classroom, please let me know via the contact info above.
- 2. Expectations of Class Materials & Assignments
 - **a.** All assignments will be posted on Google Classroom by 8 a.m. and will be due on the assigned date by 11:59 p.m.
 - **i.** Will use a combination of Microsoft Forms, Word, Excel, Formative.com and some other methods as discovered to deliver assignments.
 - **ii.** If written work is required, as in problems that require math, please download the Genius Scan app (Free version) on your phone.
 - 1. This turns your phone into a portable PDF scanner.
 - 2. I will send out further details on proper steps when needed.
 - **iii.** I will *TRY* to avoid assigning any homework over the course of a weekend.
 - **b.** There will be recorded class lectures that will be posted in the appropriate delivery platform.
 - i. There is no special app needed for you to view the lectures.
 - ii. Capable of pause, rewind, speed up, and/or re-watch as needed.
 - c. Textbooks for Chemistry, Physics, & CIHS Chemistry are all online.
 - i. Chemistry available via link through Google Classroom.
 - **ii.** Physics & CIHS Chemistry available through your existing book account.
 - **d.** Textbooks for 8th Grade
 - i. Currently not available online, only hardcopy available.
- 3. Attendance
 - **a.** Per state requirements, as teachers, we need to have a method of attendance in place.

Distance Learning Plan

Email: jkenfield@rlfedu.org

Mr. Kenfield (218)253-2163 x 120

- **i.** Students will need to complete a simple daily task which will be posted as an assignment on Google Classroom.
- ii. Needs to be completed by 11:59 p.m. of that day.
- 4. Instructor/Student Interaction
 - a. Remind
 - **i.** Will continue to use as a method of communication between myself and my students when needed.
 - **ii.** This is currently set up in each of my classes. If you are not signed up, please let me know via email.
 - **b.** School Gmail
 - i. jkenfield@rlfedu.org
 - ii. Will check periodically throughout the day and respond when possible.
 - **c.** Zoom &/or Google Hangout
 - i. Video chat system.
 - **ii.** Can be used for 1 on 1 or as a group to discuss questions that many students may have in common.
 - **iii.** Willing to set up scheduled times to answer questions or address concerns with material.
- **5.** Few Words of Wisdom
 - **a.** Please be patient with this whole process as we will all be learning in an entirely new process.
 - **b.** Procrastination, especially with technology, is not a grand idea!
 - i. Our data systems will be under immense stress throughout the entire community, region, state, and nation so it may become slow and/or unreliable at times.
 - ii. Get your work done ASAP. There is no penalty for early work turned in!