![Virtual School logo — VISTA UNIFIED SCHOOL DISTRICT]

Expectations for Secondary

TEACHERS

- Create daily opportunities for meaningful engagement and collaboration with high quality, instruction that is grade/course appropriate
- Establish high expectations and clear learning objectives, prepare a variety of assignments and assessments, and provide timely feedback
- Provide real time instruction through Zoom or Google Meet, and proactively engage students in office hours
- Take daily attendance, provide letter grades, and utilize Canvas for each class
- Attend all PLC meetings and participate in professional development as needed

STUDENTS

- Attend classes every day, and actively participate in all lessons and activities, whether in person or virtually
- Complete assignments and assessments assigned by each teacher
- Log in to Canvas, and check school email daily; respond to all communication and feedback in a timely manner
- Contact teachers, counselors, and administrators for questions or assistance
- Follow the Academic Honesty Policy and Acceptable Use Policy as outlined in the Student Handbook

COUNSELORS

- Proactively support the academic, social-emotional, and college/career planning needs of all students
- Prioritize care and connection, and provide appropriate interventions, support, referrals, and resources to students in need
- Collaborate with teachers, parents, and administration to support students in the virtual teaching and learning environment

ADMINISTRATION

- Provide safe and healthy school environment with a daily learning schedule that allows students to pick up meals, if needed
- Promote high expectations for teaching and learning in Classic and Virtual classrooms
- Prioritize care and connection for all stakeholders
- Regularly communicate with the school community

SPECIAL EDUCATION

- Monitor student progress on IEP goals, and collaborate with general education teachers
- Provide FAPE and related services
- Provide high quality, real time support to students, and engage parents as partners

ENGLISH LANGUAGE DEVELOPMENT

- Prioritize daily integrated and designated instruction for each student
- Monitor student learning in listening, reading, speaking, and writing, and provide targeted support and intervention as needed

PARENTS

- Create a learning space for your student(s), and ensure that student(s) have access to technology virtual schoolwork (Devices are available for student check-out from each school site.)
- Support student(s) in their daily organization, learning, and completion of assignments at home
- Respond to communication from the school, including the use of the learning management system called Canvas. (Ensure that contact information is provided on Parent Portal.)
- Participate in the Vista Institute for Parents for training and support

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