



Preparing students to become well-educated, inquiring, compassionate leaders.

Desert Jewish Academy STANDARDS FOR SUCCESS DURING DISTANCE LEARNING

1) ENROLLMENT

- a) A parent must sign the Distance Learning Policies & Procedures Agreement.
- b) A parent or responsible adult must serve as the student's Success Coach.
- c) Daily online attendance and submission of all assignments is mandatory in order to maintain enrollment status.

2) STUDY SCHEDULE

- a) Monday-Friday, 8:00am-3:00pm.
- b) Grades K-6 subject area classes will be available on Google Classroom for each academic and must be checked daily by the student and Success Coach.
- c) Lessons may include, but will not be limited to, practice activities, classwork, and homework.
- d) Students will commit a minimum of 4 hours per day to their distance learning studies.
- e) Distance learning students will observe holidays per the local school calendar.

3) ONLINE LEARNING PLATFORM & CURRICULUM

- a) Students will access lessons and materials on Google Classroom using their Desertja.org email address.
- b) Lessons will be a combination of pre-recorded videos and online interactive multimedia.
- c) Desert Jewish Academy approved content will be used.
- d) Lessons will be as closely aligned to the In-Person lesson schedule as possible.

4) PARENT/GUARDIAN SUPPORT

- a) Truly successful distance learning will require the involvement of a parent or responsible adult.
- b) Each scholar must have a designated success coach (a parent or other responsible adult).
- c) Parents must review and sign DJA's Online Learning Policies & Procedures Agreement to be sent out in the upcoming weeks.
- d) A Primary and Secondary success coach must be designated at the time of enrollment.
- e) If the success coaches are changed, parents must contact the Front Office to designate new success coaches and sign an updated copy of DJA's Online Learning Policies & Procedures Agreement.
- f) The success coach will support and assist the student as they work through daily lessons.
- g) This may include, but is not limited to:
 - i) Logging attendance by 8:15am.
 - ii) Reporting absences no later than 8:15am.
 - iii) Establishing a study area free from distractions.
 - iv) Maintaining the student's daily schedule.
 - v) Monitoring student progress, participation, and accurate completion of all activities and assignments.
 - vi) Assisting students with organization of schedule and materials, and prioritization of assignments.
 - vii) Providing tutoring as needed.
 - viii) Communicating with teachers.
 - ix) Participating in conferences as needed.



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- x) Ensuring student's adherence to all school and online learning policies, procedures and expectations.
- xi) The success coach will have access to the student's DJA email login information & Google Classroom codes.
- xii) Provide Internet access and computer to use Google Classroom.

5) STUDENT RESPONSIBILITIES

- a) Commit to a minimum of 4 hours of daily schoolwork.
- b) Log accurate daily attendance by 8:15am.
- c) Fully engage in daily lessons.
- d) Complete and submit all lesson activities and assignments on time.
- e) Communicate with teachers as needed using email, Google Hangouts, & Google Meets.
- f) Communicate questions and concerns to their designated success coach so help can be provided.
- g) Use internet appropriately.
- h) Return all school materials at the conclusion of online learning in good condition.

6) SCHOLAR AND SUCCESS COACH ENGAGEMENT

- a) Assignments and participation will be graded and recorded in Google Classroom.
- b) Students and their success coaches are responsible for their full engagement in distance learning
- c) In order to maintain enrollment in distance learning, engagement and on-time submission of all assignments is required.
- d) Students and success coaches not meeting engagement expectations as outlined in DJA's Distance Learning Policies & Procedures above will meet with campus administration and may be removed from distance learning or placed on an academic contract.

7) STUDENT ATTENDANCE & EXCESSIVE ABSENCES/TARDIES

- a) As private school, DJA is required to monitor and report student attendance.
- b) Attendance will be submitted through Google Classroom, Monday-Friday, between 7:55am-8:15am.
- c) Students are tardy when attendance is submitted after 8:15am.
- d) Parents must report absences within 24 hours to admin@desertja.org.
- e) To maintain distance learning enrollment status, students must fully participate in daily online activities and submit all assignments on time and as directed by the teacher or course/class instructions listed on Google Classroom.
- f) Failure to meet attendance requirements may result in removal from distance learning.
- g) Logged attendance must reflect actual student activity. False logging of attendance may result in removal from distance learning.

8) TEACHER - STUDENT - VIRTUAL CONFERENCES

- a) The student will participate in a required check-in with a DJA teacher or administrator and will discuss weekly accomplishments, concerns, expectations, etc.
- b) Conferences will be held via telephone or Google Hangouts weekly.
- c) Virtual Conferences will be held by appointment only and will be available for sign-ups in the next few weeks. Virtual Conference appointment days and times will remain the same for all students unless you request a change



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9) ASSIGNMENT SUBMISSION & GRADING

- a) Assignments and participation will be graded and recorded in Google Classroom.
- b) Students are expected to complete and submit all classwork and homework activities on time.
- c) Completion of all activities, classwork, and homework is mandatory.
- d) Completed assignments may be submitted in the following ways:
 - i) Scanned and emailed directly to the teacher.
 - ii) Dropped off at the front office during morning drop-off between 7:45am-8:15am every day but Wednesday
 - iii) Submitted via their Google Classroom.
- e) The assigned teacher will grade and provide feedback on assignments within one week of their submission.
- f) Grades will be posted in Google Classroom within two weeks of assignment submission.
- g) All assignments must be submitted in order to maintain enrollment in distance learning.
- h) Late work will result in loss of points to be determined and communicated to you by each teacher

10) TUTORING

- a) The student's first tutors are the Primary and Secondary success coaches.
- b) Tutoring will be available Monday-Friday from a DJA Teacher between the hours of 8am-5pm
- c) Tutoring will be held on campus or via Google Meet/Hangouts.

11) CLASS PLACEMENT

- a) All students will be assigned to a DJA teacher or administrator
- b) The assigned teacher or administrator will receive and grade all assignments submitted by online learning scholars.
- c) Google Classrooms will be monitored by a DJA teacher or school administrator.
- d) If a student who returns to campus becomes ill and needs to stay home for some time, they will continue their education online and may return to class after becoming well and following quarantine guidelines from the CDC and AZ Health Dept.

12) SUPPLIES & SCHOOL PROPERTY

- a) Students will need consistent access to a computer with an internet connection.
- b) Access to a printer and scanner are necessary. Contact the DJA if this is a problem and we will work out a solution together that fits your individual needs.
- c) Digital workbooks and textbooks will be available within Google Classroom for viewing and printing where feasible.
- d) Students may be assigned physical workbooks by their campus administrator for use in conjunction with online lessons.
- e) When students return to school, they must bring all loaned materials back to school.
- f) If inventory is available, lost workbooks may be replaced for a fee.
- g) Materials considered school property must be kept in good, working condition.
- h) Parents are responsible for the repair or replacement of property that is lost, stolen, or damaged.