



K-5 Remote Learning Evening Program

A remote learning evening option is offered to accommodate the scheduling needs of our families. Students will be dual-enrolled in their assigned home schools and a remote evening option. However, students should participate in instruction in the evening. When the remote learning period ends, students may transition back to their home schools for face-to-face instruction. **Lila Brown will serve as the principal of the evening program.**

Remote Learning Evening Option

Interested families will register by completing the link on the Back-to-School Playbook webpage. Students new to the district must first enroll in their zone school **prior** to completing the registration link. The registration link will direct parents to the Infinite Campus portal to opt into this option. **Families may register August 3- Friday, August 7th.**

Communication

- Interested parents should call 770-957-4101 to learn more or contact Lila Brown at lila.brown@henry.k12.ga.us
- Parents will receive a Back-to School Playbook update via email indicating this as an available option. The registration link will be embedded in the Playbook. Please refer parents to the *Back to School* website.
- District personnel will work with the program principal to schedule and coordinate services
- Registration information will determine staffing needs. **We will not know which teachers will be selected to teach this option until registration closes.**
- A remote Open House will take place for students attending the evening option the week of August 10th. Those parents will be contacted directly with details.

Scheduling

The home school based registrar must ensure that all students are properly scheduled in IC for all appropriate courses and programs. The evening program registrar will complete the Z school enrollment process below.

- Students attending the “Z_Remote Learning Evening Academy (Z_RLEA)” will be enrolled with a primary enrollment (student’s home school) and a partial enrollment (Z_RLEA).
- To ensure students are reported appropriately for state reporting purposes (FTE, Student Record, and Class Record), the enrollment designee at the Z_RLEA will have to ensure that the student’s partial enrollment is tagged with the home school override.
- Since the students are “dual enrolled”, the student’s actual schedule should exist at the school, which the student is attending.

Instructional Resources

Students should pick up textbooks and other instructional resources from the local home school as currently planned. Those same resources will be used during the evening remote session. Once the remote learning period ends, students will return those items back to the school.

Attendance

The evening academy teacher will take attendance daily. Elementary attendance will be recorded once a day. Using Campus Instruction, teachers will take visual attendance by marking the “Participated” checkbox. “Participated” denotes that the student is either present during the live session or has completed a daily participation-based action required by the teacher. “Participated” translates to “Present” in Campus Instruction.

Grades

Evening school teachers will maintain grades within Infinite Campus.

Instruction

Students will receive instruction in all content areas to include ELA, Math, Science, Social Studies, Fine Arts and PE.

Special Programming

- Special education services will be offered based on the IEP
- Gifted services will be provided for qualifying students
- EIP services will be provided based on the appropriate model
- ESOL services will be provided based on the appropriate model

Proposed Schedule

Monday/Wednesday

- 4:00-4:45- Special (Art/ Music)
- 4:50-6:15 - ELA
- 6:15-7:00 Social Studies

Up to 1 hour of independent work will be assigned and can be completed prior to the evening instructional sessions.

Tuesday/Thursday

- 4:00-4:45- Special (PE)
- 4:50- 6:15 Math
- 6:15 7:00 Science

Up to 1 hour of independent work will be assigned and can be completed prior to the evening instructional sessions.

Fridays will be reserved for additional services, independent work, small groups, and intervention and enrichment activities.

Staffing

Staffing for the evening option will be contingent upon student interest and will be officially determined and communicated after the parent survey is complete. **This may mean shifts in staffing may occur. HR will coordinate this process.**