

East Pennsboro Area School District
Guidelines: Livestream Learning in the Classroom
2020-2021

The District recognizes that “livestreaming”, audio and/or video as approved or needed for appropriate and adequate access to education, may be helpful to the District and its employees in both fulfilling its educational mission and in expanding the reach of school district events and activities to those not able to attend in person. The District further recognizes the need for parameters in order to offer livestream lessons. The following are District guidelines and parameters pertaining to livestream lessons:

Students shall be notified prior to the use of a livestream in their classroom. No recording of a livestream of academic instruction shall be maintained. The building administrator shall ensure that neither party to a livestream of academic instruction records the livestream. The livestream shall not be used for any other purpose including employee evaluations.

Livestream Instruction In Lieu of Face-to-Face Instruction:

As part of the District’s Covid-19 Health and Safety plan, there is a need to provide instruction for students who have a pre-existing medical condition considered high risk, has a family member with a pre-existing medical condition considered high risk, or the student and or parent(s) / guardian(s) don’t feel comfortable immediately returning to any form of face-to-face instruction.

Students who access their essential academic instruction via livestream shall be considered present for attendance purposes during those hours during which they received instruction. Nothing in these guidelines shall be construed to require the District to provide livestream access to any particular event.

Student Initiated Use of Livestream Video

The Board prohibits student-initiated use of livestream video at any time during the school day or at any school sponsored event that is not open to the general public, unless the building administrator has authorized the use of livestream video by giving written consent.

Employee Initiated Use of Livestream Video

The Board authorizes the use of livestream video for instructional and other educational purposes at the direction of teachers, administrators, and other employees, if approved by the building administrator. Any in-school use of livestream video by students for educational purposes shall be supervised by a professional employee or by an administrator. Prior to approving the use of livestream video for educational purposes, the building administrator shall ensure that adequate precautions are in place to ensure that students limit the sharing of personal information with individuals not directly affiliated with the school district.

Proper Attire / Code of Conduct

Any student participating in a livestream for academic instruction must abide by the district's Code of Conduct and may be held accountable for violations of the code of conduct while participating in the livestream. Students participating in a livestream of academic instruction must also be dressed in proper attire consistent with the district's dress code.

Acceptable Use of District's Network

If a livestream utilizes the District's internet connection, the School District's Acceptable Use Policy applies and is incorporated herein by reference. District livestream videos are property of the District. Any reposting or reproduction of such videos, or screenshots from such a video, is prohibited.

Use of Personal Devices

If any livestream authorized pursuant to this policy utilizes a personal mobile device, the District's mobile device policies apply and are incorporated herein by reference.

Parent / Guardian / Student Expectations of Teachers:

All stakeholders participating in a model of instruction that is based on livestreaming lessons must understand the following parameters:

- Most, if not all teachers, providing livestream instruction will be simultaneously providing face-to-face instruction to other students.
- The teacher will do his / her best to ensure that the student is able to see the essential parts of each lesson, but can't ensure that he / she will be visible 100% of the time.
- It must be understood that the teacher's ability to answer livestream students' questions or provide feedback will not occur as quickly as it would in a traditional face-to-face learning environment.
- Teachers will provide materials for each lesson ahead of time in either electronic or physical form. However, it is understood that at times, during any given lesson, a teacher may need to utilize different resources other than what he / she planned to use. These resources may not be immediately available to livestream students.
- Some lessons involve the use of physical resources (Foss Kits Science Kits; Science Labs) that may not be available to livestream students.
- Some classes, such as health and PE, may need to be provided in an online format. Other online lessons or learning activities will be provided.
- If a student is enrolled in livestream learning, he / she will remain in this mode of learning until the end of the marking period. He / she is not permitted to keep switching between livestream and face-to-face instruction.
- Parents / Guardians are expected to review District and Building level Student Handbooks and Student Code of Conduct with their son(s) / daughter(s). Livestream students will be held to all expectations outlined in handbooks and student code of conduct. Handbook and Code of Conduct can be found on each school's website.
- Lessons will take place at the typical times in a student's regular schedule. Students will have to log on and participate in lessons at the same time each day. Teachers are not expected to or required to record and post livestream lessons.

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I consent to my child's participation in livestream instruction and classes and will adhere to the guidelines provided.

(Print Name of student)

(Print Name of Parent / Guardian)

(Student Signature)

(Parent / Guardian Signature)

(Date)

(School Building & Grade)

East Pennsboro Area School District
Enrollment Form: Livestream Learning in the Classroom
2020-2021

Student's Name: _____

School Year: _____

Building: _____ **Grade:** _____

Dear Parent or Guardian: Please complete this form for each child that is enrolled in the East Pennsboro Area School District Livestream Learning and return it to your child's principal. If you have any questions about the purpose of this form, please contact your child's principal

_____ I agree to log in Sapphire at least once per week to view my child's academic progress and check attendance.

_____ I agree to provide transportation for state mandated testing.

_____ I agree to communicate with my child's classroom teacher(s) if an academic need arises.

_____ I understand the District requirement for my child to remain in Livestream Learning for the duration of the marking period in which he / she started livestream learning or is currently enrolled in Livestream Learning.

My signature below indicates that I have read the District's Guidelines for Livestream Learning. I have reviewed the content of this document with my student.

(Print, Name of Student)

(Date)

(Print, Name of Parent / Guardian)

(Date)

(Signature of Parent / Guardian)

(Date)