



# Lincoln Public Schools Virtual Instruction Day Frequently Asked Questions (FAQ)

## **Who will participate in Virtual Instructional Day?**

All PK-12 students.

## **What is a Virtual Instructional Day?**

Students will not report to school due to inclement weather or other emergencies but will engage in learning activities using digital resources. Students will engage with all classes scheduled on that day (including specials.) Students follow the posted schedule by level.

## **Why is Lincoln using Virtual Instruction?**

Virtual Instructional Days will be used to maintain the momentum of learning, minimizing the interruptions caused by emergency/inclement weather days. Providing opportunities for virtual instruction not only supports the district's goal of integrating technology into instruction but also provides more effective instruction than days that are added to the end of the school year.

## **How and when will students and parents know if a Virtual Instructional Day will take place?**

Inclement weather cancellations/emergency closures and announcements of a Virtual Instructional Day will be relayed through the school's notification phone & email system, district website, social media, and local TV/radio stations.

## **How will students be informed about assignments during a Virtual Instructional Day?**

Students will be able to access instruction via Clever, Class Dojo, and/or Google Classroom/Google Suite. Google Classroom will be the primary platform used in grades K-12 to post student assignments, facilitate discussions, and submit work. Students regularly access Google Classroom on typical school days.



**How will students obtain assistance from teachers on Virtual Instructional Days?**

Teachers will be available via their [lincolnps.org](mailto:lincolnps.org) .com email directly from Google Classroom or any other email product. Google Classroom will be the platform used in grades K- 12 to post student assignments, facilitate discussions, and submit work. Using Google Docs teachers will share assignments, documents, spreadsheets, and presentations with students, and the teachers and students may collaboratively edit those documents together in real time.

Collaborators can view, comment on and make changes to the document. This allows users to communicate with collaborators about specific parts of a document without having to send an email or message them. Teachers add notes, suggestions, or questions for students in the document. Comments are an excellent way for teachers to add specific notes for the author/student who wrote the file.

Accessibility features are available on a Chromebook and are easily activated. All Chromebooks are equipped with both a microphone and a camera. See specific instructions at [Google's support site](#).

If students need technical assistance or have general technical questions and/or concerns, they may email [lpvirtual@lincolnps.org](mailto:lpvirtual@lincolnps.org). If needed, the message will be relayed to the teacher.

**How much time is the student expected to work online during the Virtual Instructional Day?**

Students should follow the published schedule by school.

**When will class assignments be due?**

Assignments will be due as communicated by the teacher. If there is an issue with completing the assignment, the student/parent/guardian will communicate that to the teacher and the matter would be resolved in a manner consistent with in-person instruction.



**What if students do not submit their Virtual Instructional assignments?**

Assignments not completed by the deadline are handled in a manner consistent with the teacher's procedure for missed assignments.

**How will Virtual Instruction be monitored and counted for attendance?**

Attendance will be taken and entered into Skyward as is done daily in person.

**What if a student does not have access to the internet?**

Students without an internet connection have the opportunity to complete work over the three days following the return to school, allowing students to make arrangements to use the after-school open computer labs. Some "paper-based" options will also be available to early elementary students, when appropriate. The district will conduct outreach in advance to provide families with guidance on how to access the internet.

**Do students with identified special learning needs have an alternative means to access their education on Virtual Instructional Days?**

Yes, individual supports, services, and accommodations for students with an Individual Education Program (IEP), Individual Learning Plan (ILP), or a Section 504 Plan are reviewed, discussed, and agreed upon at the student's annual meeting, a Section 504 meeting, or general education plan meeting. Special Educators will make necessary accommodations and modifications for students with IEPs. Accommodations may include changes in the following: presentation of a lesson, instructional strategies, student response format and procedures, time/scheduling, and/or assignment structure. Modifications are the changes made to provide a student with opportunities to participate meaningfully and productively. Modifications may include changes to instructional level, content/curriculum, and/or performance criteria.



**How do the Lincoln Public Schools safeguard my child while online?**

The Lincoln Public Schools takes student privacy very seriously. We meet all FERPA, COPPA, and CIPA requirements. We filter internet access through Cox's Content Keeper and monitor access through GoGuardian for students using LPS devices or accounts.

**What training is available for how to access and use online services and resources?**

The Lincoln Public Schools is a GSuite district. This means that Lincoln students and faculty use Google's suite of education tools: Docs, Slides, Sheets, and Drawings district-wide. Every employee and student is given a Gmail address and login and has access to the educational tools and some core organizational tools such as individual Google Drive space, email, calendar, and others. Teachers and students interact on a platform called Google Classroom where teachers can distribute announcements, assignments, and email students. Students can see all of their work, access all related files, turn in their work, and email their teacher(s) directly. Because the use of the GSuite of tools is embedded in our daily routines, teachers and students have frequent and ongoing opportunities to use the GSuite tools and to engage in learning opportunities to enhance their skills.

**What if I have questions about assignments?**

Please contact your child's teacher via their [lincolnps.org](http://lincolnps.org) emails.