



FAMILY SUCCESS PLAN FOR DISTANCE LEARNING

2020-2021 School Year

In order to set your child up to be successful in the distance learning model, it is important to identify the tasks families will need to take on as a Learning Coach to support your child's academic program.

What is a Learning Coach?

Just as parents of students in a traditional school are responsible for their children's education, parents of students in attending school online are also responsible for overseeing their children's education. However, in the online school environment the role shifts from a traditional-school parent to an online-school parent called a Learning Coach.

Who do I contact at Mastery for support?

Communication is key to your student's success and we're here to help.

One Team: Supporting Your Student's Learning	
Principal	Phone: Email:
Teacher	Phone: Email:
IEP Support (if applicable)	Phone: Email:
Technology Issues	Phone: Email: homesupport@masteryk12.org
Attendance Concerns	Phone: Email:

What is a Family Success Plan?

This document spells out the role of the Learning Coach, the role of the student, and helps to create a plan to ensure consistent engagement and motivation in distance learning.

We encourage each family to take time to plan ahead with your student and discuss expectations to establish your roles as a Learning Coach and student.

The Family Success Plan should be a living document. Plan to revisit the plan often and make adjustments as needed. Your child's teacher or advisor will also review the plan with you during progress report conferences if your child is struggling to meet engagement expectations.



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What expectations should I establish up-front with my student?

Work with your student to discuss your family's expectations and norms. Providing opportunities for your student to have a say will increase buy-in and commitment to daily engagement in assignments and lessons. Here is a list to get you started. You can add or remove expectations based on discussions between you and your child.

- Log into Schoology daily and complete the day's assignment for all classes.
- Email teachers immediately if an assignment is too hard or unclear.
- Engage in all live lessons (or watch recorded videos of lessons the same day).
- Put away cell phones and other distractions during lessons
- Schedule breaks and take them
- Use the weekend to catch up on any overdue assignments
- _____
- _____

Before school starts, the Learning Coach and Student should work together to understand each of their responsibilities, using the table below.

Responsibilities for Success in Distance Learning	
Student	<ul style="list-style-type: none"> • Plan learning in advance, creating a weekly schedule • Organize learning space and supplies • Complete daily lessons and exit slips with maximum effort (in Schoology) • Communicate with teachers and other staff when help is needed • Ask questions of teachers when you don't understand the assignment or expectation • Access online resources to support lesson completion • Attend live lessons and other scheduled events • Watch recorded lessons • Review weekly teacher feedback in Schoology • Attend teacher office hours
Learning Coach	<ul style="list-style-type: none"> • Prepare a weekly schedule (a template is attached to this plan) • Review the Schoology parent page • Preview lessons and due dates in Schoology daily • Review teacher feedback on assignments. Feedback from your child's teachers will be updated each _____. • Ensure your student has the supplies need to meet the lesson expectations for the week. • Review the school's weekly announcements and updates in Schoology • Review lessons daily to ensure your student has completed the expectations • Communicate with teachers and staff as needed.



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	<ul style="list-style-type: none"> • Offer incentives to your student for completing expectations • Watch live lessons with your student (as needed) • Review Kickboard or Dojo data to see how many positive incentives your child is earning for participating in lessons
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When will academic data be updated in Schoology?

Teachers upload new assignments and provide grades and feedback in Schoology every (insert day of the week when teachers are expected to post updates). Families should log into Schoology as least once per week to review academic progress.

How should I encourage my student to stay on track with their learning?

People respond positively to encouragement that speaks to them. Some students respond to encouraging words, while others prefer a pat on the back or a special time together. Get creative and write out your ideas here, and refer to the list often. A little encouragement at the right time goes a long way towards making the school day productive and enjoyable!

(We have included a few sample ideas to get you started.)

- Extra snack for submitting all assignments on time
- Opportunity to schedule extra breaks if feeling overwhelmed
- Shout out on a family group text
- _____
- _____

How can I reward my student's efforts toward meeting their goals?

Sometimes special incentives or rewards can be earned based on a personal goal for your student. For example, your student may struggle with a specific subject or task. In those cases, consider a plan to include goals and rewards to encourage him or her to complete assignments in that area. Remember to break the task down into manageable parts, and be sure your student believes he or she can accomplish the task. Write out the goal and reward to avoid any misunderstanding. Post it where you and your child can see it (like the refrigerator) as a reminder of what your student is working towards.

Example:

- Goal: I will read 10 pages daily in order to reach my reading goal by the end of the week.
- Reward: Extra 30 minutes of TV each time I reach my daily reading goal.

Consider setting your first goal and reward together here:

- Goal: _____ Reward: _____



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How should I celebrate success with my student?

There are circumstances that call for a celebration!!! Earning a high grade on an assignment, completing a difficult project, reaching out to teachers for extra help, etc. Discuss ways to celebrate with your student and list the possibilities here. Let your student choose an activity when it's time and celebrate together! (You can also ask your child's teacher how you can partner together to award Kickboard or Dojo points that can be used at the school's Virtual Merit Mall.)

- Have a family movie night on Fridays if all assignments have been completed for the week.
- Extra time with technology
- Zoom call or video conference with friends
- Break from chores
- _____
- _____

What should I do if I run into challenges with my student's online learning?

Prepare for rough times by creating an if-then plan. If your student gets easily distracted or avoids challenging subjects or tasks, decide ahead of time what your student should do instead of getting off-track.

For example, you and your student can create a plan like this one: "If I can't concentrate, then I will stand up and do my work." You and your student identify behaviors that prevent academic success and decide what to do to overcome challenges:

- If I _____, then I will _____.
- If I _____, then I will _____.



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Weekly schedule

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8 a.m.							
9 a.m.							
10 a.m.							
11 a.m.							
12 p.m.							
1 p.m.							
2 p.m.							
3 p.m.							
4 p.m.							
5 p.m.							
6 p.m.							
7 p.m.							
8 p.m.							
9 p.m.							
10 p.m.							