

INTERNATIONAL POLYTECHNIC HIGH SCHOOL
REMOTE POLICIES 2020-2021

Welcome to IPoly! This document was written to help you understand school expectations when we are not able to come together in the actual classroom. We will be utilizing Google Classroom for our daily remote learning. As such, you are expected to check into class based on this schedule.

→ **IMPORTANT:** Your teachers will invite you to these Google Classrooms via your IPOLY email account. If you are having trouble accessing your IPOLY email account, please contact our technology TOSA, daly_sean@ipolyhighschool.org.

PERIOD 1	8:00AM - 9:26AM
PERIOD 2	9:36AM - 11:02AM
PERIOD 3	11:12AM - 12:38PM
LUNCH	12:38PM - 1:29PM
PERIOD 4	1:29PM - 2:57PM

Below, you can find the policies and expectations for all your 9th grade classes: **Core classes (ELA, Math, Science Geography), Physical Education and Spanish**. Please click on the links to access these policies.

[**FRESHMAN CORE CLASSES \(PG. 2-3\)**](#)

[**PHYSICAL EDUCATION \(PG. 5\)**](#)

[**SPANISH \(PG. 6\)**](#)

As stated above, we will be using Google Classroom during remote-learning. Click the link below to take you to the instructions for joining Google Classrooms.

→ **IMPORTANT:** You will be invited to your classrooms at the latest by August 7th, 2020.

◆ If you have not been invited to your classrooms, you can manually add them using the codes found in the link below.

[**GOOGLE CLASSROOM INSTRUCTIONS AND CODES \(PG. 7\)**](#)

FRESHMAN CORE CLASSES (ELA, MATH, SCIENCE, GEOGRAPHY)

GOOGLE MEET NORMS: Throughout remote-learning, your teachers will be video-conferencing regularly with you through Google Meets. The link to your classroom Meet will be found in the banner of your respective Google Classrooms. When participating in these video conferences, these are the expectations that we have for all students.

- Make sure your video, audio, and mic are working. Contact your house teacher if this is not possible with your device. The school can provide help.
- Please be in class by the start of class time. It's considerate to make sure your peers and teachers can get started on class material and not have to repeat things that have already been covered.
- Your videos should be on in general...teachers can help you better if we can see your face! If you need to turn the video off for a second, please write BRB in the chat, and then turn it back on when you've done what you need. If you have a special situation concerning video, please send a hangout message or email to your house teacher.
- Because your teachers are striving to create an engaging remote environment, you need to be ready to respond via mic or chat in a timely manner.
- Keep silliness off the video chat. Questions as well as helpful thoughts and links related to the subject matter are welcome as they can allow for classroom engagement in a way that mimics live discussions.
- Your teacher may sometimes ask for a chat monitor so that someone can help keep track of any pertinent questions or comments. Please do your part by taking turns with others to help in this capacity.
- Make sure that your Google classroom settings notify you if your teacher leaves a private comment as feedback on an assignment. It is ok to respond to a "private comment" in the Google Classroom if we prompt you FIRST, but if you contact us this way, we do not get notifications for these due to the sheer number of notifications we get.
- Please refrain from using "private comments" in the Google Classroom to initiate contact with your teachers. Use hangouts instead for short questions and emails for more formal inquiries.

TARDINESS: Students are expected to respond to the attendance question at the start of each block. They are also expected to be in the Google Meet on time. Because good attendance is crucial to academic success, excessive tardiness will result in parent notification and/or a teacher meeting.

ABSENCES: If at all possible, students are expected to notify their core teachers in advance of any absences and connect with them upon return; this ensures that the teacher can give

the student appropriate resources to learn content. Students are responsible for acquiring, completing, and turning in any work missed due to absences.

ABSENCES/PROJECT WORK: Students are expected to be proactive and responsible when turning in final project components. Project components are given weeks in advance and should be turned in on time. If a student knows they will be absent, the component must be turned in early. If a student is unexpectedly absent, every effort must be made to get the assignment in on time. Keep in mind that IPoly is a school based on collaboration, and many components are completed in groups; students should make every effort to complete associated assignments on time in order to avoid inconveniencing other group members.

MISSING WORK: *Late homework is not accepted. In some cases, a homework pass can be used to excuse the missing assignment (see below).* There is no make-up work for missing assignments.

HOMEWORK PASSES/LATE WORK: Students will receive THREE free homework passes for each of their core classes to be used when circumstances (such as a family emergency or computer problem) prevent the student from turning in the assignment. In order to use a homework pass, the student should email the subject teacher within 24 hours of the due date with the heading "*Homework Pass (Assignment Title)*". There is no need to turn in the assignment once a pass is used (it counts neither for nor against the student grade...this is notated as NA in the gradebook).

→ **EXCEPTIONS:** Some major assignments (such as essays, presentations, labs, project components, quizzes etc.) **cannot** be excused with a homework pass. The teacher will inform students which assignments cannot be excused with a pass.

INSTRUCTIONAL FILMS: There are many videos that enhance student learning and understanding by visually reinforcing material learned in the classroom. While most material shown will be documentaries, some will be commercially produced PG or PG-13 rated films. Furthermore, clips from TV shows may also be utilized to generate content related discussions. For specific questions or concerns, please contact the teaching team.

TEXTBOOKS:

→ **MATH**

◆ *Mathematics II* by Pearson

→ **SCIENCE**

◆ *The Living Earth* by Discovery

◆ *The Living Earth* by BioZone

→ **GEOGRAPHY**

◆ *Geography* by Holt McDougal

ACADEMIC HONESTY POLICIES AND PROCEDURES: Academic honesty is a fundamental principle of scholarship and generally falls into two categories.

I. Plagiarism of intellectual property

When this occurs, it may be because students are *unprepared* (the student feels unable to complete the task), *indifferent* (the student doesn't care about the assignment), or *unaware* (the student has improperly cited).

II. Copying, possession, or distribution of schoolwork; possession or distribution of ANY assessments; other digital shenanigans

When this occurs, students may be *unprepared* or *indifferent*, but they are not *unaware*.

Students are taught about academic honesty in general as well as the different types of plagiarism and reminded and expected to avoid them throughout their time at IPoly. If a student is caught copying, plagiarizing, or otherwise demonstrating academically dishonest behavior, the following will occur.

- Teacher/Student conference
- Parent/Guardian notification
- Zero on the copied/plagiarized assignment
- Documentation in Aeries in case of repeated offenses in subsequent years

Repeated offenses will result in harsher consequences.

We understand that students are struggling with higher order thinking and are still learning about the idea of intellectual property. As such, consequences are designed to hold students accountable rather than punish them since the repercussions only increase as they progress in their academic/career paths.

PHYSICAL EDUCATION

You will have an active Google Classroom for Physical Education. There will be written components in addition to physical components of your physical education class as we continue with online learning.

ATTENDANCE:

- **Class starts promptly at the beginning of the block.**
- Check in within the first 10 minutes of class unless you have notified your instructor prior to the class. You will be marked **absent**, if you do not follow this policy.
- If you join later than the first 10 minutes, you will be marked **tardy**.
- Respond to the class prompt in Google Classroom Stream and indicate you are present and understand the assignment.

CURRICULUM: OPEN Physical Education <https://openphysed.org/>

ASSIGNMENTS: Assignments will be posted in Google Classroom. They are accessible online and are due by the end of the class, unless otherwise specified. Late assignments will be accepted, but not for full credit. If you have any questions about the assignment or technical issues, please contact your teacher ASAP.

TEXTBOOK:

Varsity Brands Empowerment Journal: Believe in You (SEL by OPEN)

PE PROJECTS FOR 2020-2021:

- Fall Assignment - First Aid Kits for Expedition
- Spring Assignment- Sedentary Lifestyle Disease Infographic

SPANISH 1

Google Classroom

CLASS TEXTS/RESOURCES

Realidades 1 and 2 (Online access)

- Pearson Publishing
- Voces online program
- Flango Reading Online
- Conjuguemos
- Boom

TAREA: is designed to help you practice the lessons from class. Homework is practice for YOU. So please do it. You will have a variety of assignments.

ASSESSMENTS: involve vocabulary, grammar, verb conjugations, short stories and cultural questions.

PROJECTS: These will vary especially during online learning. If submitted late, you will automatically lose 25 points.

- If you are absent on the actual due date, please submit it early.

LATE WORK: Will not be accepted unless the office has excused the absence within 24 hours of the absence. In accordance with the policy, for any excused absence, students will have the same number of days in which they were absent to make up work.

ABSENCES: It is the responsibility of the student to get the make-up work when they have been absent (for excused absences). The Student Handbook determines how many days they have to turn in make-up work. (e.g. 1 calendar school day for each day missed. Thus, if they are absent on Monday but in school on Tuesday, they should get the make-up work Tuesday even if they wouldn't have had Spanish that day. It will be due on Wednesday.)

TUTORING:

Tutoring is available for all students during office hours.

OFFICE HOURS:

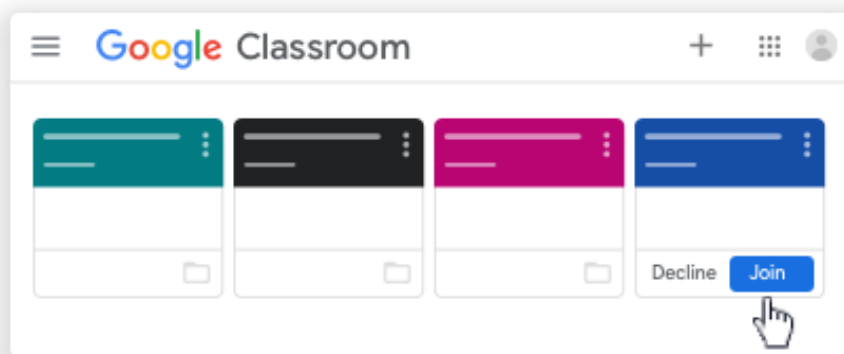
Fridays: **Bazaldua**- 9:30-10:45a.m. bazaldua_elen@ipolyhighschool.org

Poskitt-10:30-11:45 a.m. poskitt_dana@ipolyhighschool.org

GOOGLE CLASSROOM INSTRUCTIONS AND CODES

JOINING GOOGLE CLASSROOM: IPOLY students are sorted into houses that change every semester. All students have been assigned to houses for the upcoming 2020 Fall Semester.

- To access your Google Classrooms, please sign into your IPOLY Gmail account.
- After, go to <https://classroom.google.com/>
 - ◆ If you do not see any classroom invites, make sure you are logged into your IPOLY Gmail account.
- You will then see an image similar to the one below to join all your classes.
- Make sure you join all your classes: ELA, Math, Science, Geography, Spanish and PE. If you are missing a class, you can join manually using the codes found below.



Students will be notified which house they're in and where to report on the first day of school (which is **August 10th, 2020**) via the Google Classroom and their IPOLY email address by **August 6th, 2020**.

	<u>WEST</u>	<u>SOUTH</u>	<u>NORTH</u>	<u>EAST</u>
<u>SPANISH 1</u>	zavaffu	yt5aoqp	tdkbudy	jo7xbx7
<u>P.E.</u>	2ulr6ai	2vfnefj	et7vnna	r5ceb6x
<u>ELA</u>	bl4qjgz	tsg2dyn	4zftiic	ijq4cq3
<u>MATH</u>	4ykry6q	zpfafx5	5fvmmmps	lbrcdxq
<u>SCIENCE</u>	v7eb5mj	5wajyu4	bteh6wh	aeg6yzs
<u>GEOGRAPHY</u>	apjgkzl	qhbztxw	pcziic7	mi5czoz
<u>PROJECTS</u>	mo2ifba			