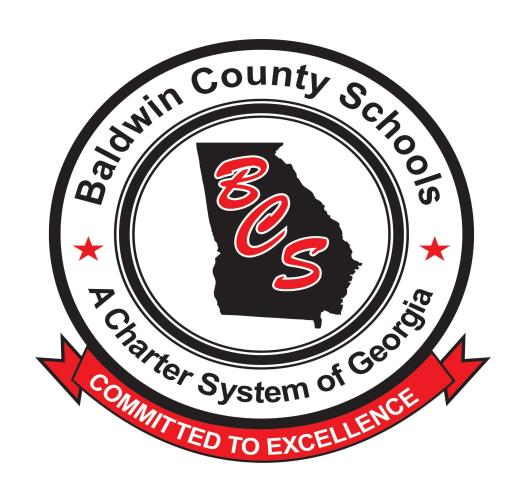# Baldwin Online Academy and BCSD Remote Learning Plan
Remote Learning Student Guide and Expectations
2022-2023

One Team, One Mission - Together We Make It Possible.

Baldwin Online Academy and BCSD Remote Learning Plan
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Student Start-up Guide

Logging In to Clever and Google Classroom (All Students)
All students should be able to access Google Classroom using their district provided accounts. Head to classroom.google.com and log in using your student's district address (firstname.lastname@baldwin.k12.ga.us). Passwords are set to student lunch #s. If the lunch number does not work, add three zeros (000) to the end of the number.

Passwords		
Student passwords are based on their lunch number. This is available in the Infinite Campus Parent Portal.		
	Example Lunch Number	Example Password
If lunch number is less than 8 digits, add three zeros (000).	12345	12345000 or ai345000
If lunch number is 8 or more digits, that is the password.	10001234	10001234 or ai345000

District account login information can be collected from each school.

Logging In to Ed Options Academy (Grades K-5)
1. Go to Classlink https://launchpad.classlink.com/baldwincounty
2. Students can "sign-in with Google" and use their district-provided firstname.lastname for username and account.
3. Find and click the **EdOptions Academy** tile.
4. Upon first login, you will be instructed to watch the orientation video that explains the website.
5. Check for messages from your instructors and follow any given instructions.
6. Begin work on that day's assigned activities.
Edmentum Video (K-5) https://www.youtube.com/watch?v=DMsssJsLoVA

Logging In to Canvas (Grades 6-12)
7. Go to Classlink https://launchpad.classlink.com/baldwincounty
8. Students can "sign-in with Google" and use their district-provided first.last@baldwin.k12.ga.us account.
9. Find and click the **Canvas** tile. (See image to right).

10. Upon first login, you will be instructed to watch the orientation video that explains the website.
11. Check for messages from your instructors and follow any given instructions.
12. Begin work on that day's assigned activities.

Canvas Video (6-12) https://www.youtube.com/watch?v=x3j8V-uLkNw

ExQ Video (6-12) https://www.youtube.com/watch?v=_lc4z29x-cw

Selecting a Work Environment

Working from home is quite a different experience from working in a school. It is important that students choose a designated workspace with limited distractions, adequate lighting, and comfortable seating.

View Schedules and Course Teachers

Scheduled courses and instructors are visible on the home screen of either Edgenuity. Students and parents can also log in to their Infinite Campus portal to see their schedules, instructors, and previous grades.

Student Coursework Expectations

- Students will have access to all of their daily assignments, tests, and quizzes through Google Classroom and/or Edgenuity.

- Students are expected to log in to their designated platform each day to complete that day's assignments. Log in times for each period are listed at the bottom of this document.

- Assignments that are not completed by the due date will automatically receive a zero as a grade.

- If a student exhibits no activity for a given day, and misses that day's assignment deadlines, they will be marked absent.

- Communicate with your course instructor frequently. The more they know, the more they can help you.

Live Session Conduct

BOA/Remote Learning Plan students can be held with teachers. During these sessions, it is important for students to follow some guidelines to ensure these sessions run as smoothly as possible.

- Join sessions with your camera on if you are able to. It helps our teachers get to know you and support you better if we can see your face.

- Join sessions with your microphone muted to help limit distractions, feedback, or other background noise.

- Ensure the background of your camera footage is appropriate. Be seated at a well-lit desk or table. It is usually best not to broadcast from your bedroom.

- Let other members of your household know when you are in a session to help limit distracting background noises or "guest appearances".

- Stay engaged in your class to make sure you don't miss anything important.

- Use the chat box for appropriate course-related communication only.

- Virtual Instructors reserve the right to remove disruptive students from live sessions. Conferences with parents will be held for repeat disruptions.

Remote Learning Calendar

Baldwin Online Academy and the Remote Learning Plan follow the Baldwin County School District Academic Calendar. This calendar can be viewed on the Baldwin County School District website. https://www.baldwincountyschoolsga.org/_files/ugd/a72415_e4b143a881a7467b8a6b0d0d6c0eebb8.pdf

Grading Scale

K-2nd Grade	3rd- 12th Grade
S: Satisfactory	A: 90 and Above
N: Needs Improvement	B: 80-89
U: Unsatisfactory	C: 70-79
I: Incomplete	F: 69 and Below
	I: Incomplete

Progress Reports and report cards are sent home the same time as students who are in person.

Remote Learning Schedules

Please see the charts below for our teacher's schedules.

Elementary	
Kimberly Pearson kimberly.pearson@baldwin.k12.ga.us Grades-K-2	Monday-Friday 5:00 - 6:00
Stephanie Coxwell stephanie.coxwell@baldwin.k12.ga.us Grades 3-5	Monday- Friday 6-7 pm

Middle/High	
Georgia Virtual School Teachers will email their times or post on Canvas	

Contact and Support

Please always reach out to your teacher first with any needs and/or concerns.

District Updates and Information

To make sure you always get the correct news and updates about remote learning, please stay connected using the following methods.

Infinite Campus Parent Portal	Please make sure all contact information is up to date in your Infinite Campus Parent Portal.
Your Teachers	Teachers are expected to share daily updates and news via email, Canvas or Class Dojo.
BCSD Facebook and BOA Facebook pages.	We often post news and information regarding events, meetings, or other changes to our Facebook pages.
The main BCSD Website	If you've got questions, always check here first. The BCSD webpage is updated frequently with news and other information.
Remote Learning FAQ	If you've got questions then check the frequently asked document for answers and important information.

Attendance: Students in grades K-5 are expected to work a minimum of 3 hours per day. That gives about 40 minutes per subject each school day. Students in grades 6-12 are expected to work a minimum of 4 hours per day. That gives about 50 minutes per subject each day. All excuses for absences will need to be emailed to Mr. Ingram within 72 hours of the absence. Students will be responsible for making the assignments missed within 5 school days of returning to school. https://docs.google.com/document/d/15F_JX1ak4jrwi2MDBEAcIf19IJu0CFzuFv5H00LC4Iw/edit

Follow us on Remind.com to receive messages from Baldwin Online Academy:

K-2 https://www.remind.com/join/6ge8kf3

3-5 https://www.remind.com/join/e7aceh

6-8 https://www.remind.com/join/3ckdgfa

9-12 https://www.remind.com/join/723dkf4

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