

March 13, 2020

Dear Middle and High School Parents,

The King's Academy Administration has been meeting to carefully monitor and proactively plan for continuation of instruction in a remote learning delivery platform. The Administration and the Technology Team have worked together to develop a framework for continued learning through a Temporary Remote Learning Program. We are blessed that teachers and students are currently using the technology tools which will help aid in the full-time delivery of digital instruction in line with strong 21<sup>st</sup> century educational practice. This allows the preparation for instruction to be more seamless and understandable. The Temporary Remote Learning Program plan is outlined below:

**Online Delivery:** Teachers will continue to use Renweb and Moodle as the designated delivery platform to organize clear lesson plans and assignments required for students. Students will login to Moodle daily where they will find each course on their class schedule. As students open each class, they will find videos of lectures, resources, and class content that must be completed and submitted based on the daily lesson plans and assignments outlined in Renweb. Teachers will post video links of lessons, learning goals, readings, assignments and activities in Moodle for student access.

**Non-Traditional Classes:** Many of our non-traditional courses that are more experiential in nature (*Choir, Weight Training, Broadcasting, Photography, etc.*) will have direct instruction videos with outlined learning objectives and less traditional assignments that will be posted on Renweb and Moodle.

**Office Hours:** Teachers will be available during the day for assistance and support during the school hours of 8:10-3:05. Teachers will communicate with students via email. Student are encouraged to communicate with their teachers regularly.

**Student Supplies:** Students will need wifi access, laptops and textbooks at home in addition to traditional school supplies. It is encouraged that students have access to printers and ink, although not required. Students are expected to bring all textbooks and notebooks home for success in remote learning. *In the event that your student was not able to get what was needed today, students will be permitted to pick up necessary items on campus tomorrow (Saturday).*

**Student Expectations:** Students will be expected to login to Renweb and Moodle daily to complete outlined work in alignment with due dates and teacher instructions. Students should maintain academic integrity and refrain from cheating by producing individual work, in alignment with the TKA Honor Code and Parent Student Handbook. It is important that students use their TKA student email regularly and that any technical difficulties are communicated to teachers via email and a help desk ticket is submitted.

**Resources & Support:** Students will be utilizing all school issued technology resources, which were provided at the beginning of the year, as they work in the Remote Learning Program. Technical Support is available to students by submitting a help desk ticket to **techinfo@tka.net**

In order to ensure your student's success, they should be able to log in to the following resources:

Renweb: *School Information System utilized to communicate assignments, lesson plans and grades* **<https://tka-fl.client.renweb.com/pwr/>**

Moodle: *Learning Management System utilized to organize resources and delivery instruction and content digitally* **<https://tka-fl.moodle.renweb.com>**

Office365: *School issued web based Microsoft Office Suite that provides students with access to their student email account and Microsoft office working programs*  
**<https://login.microsoftonline.com>**

Thank you for your investment and commitment to The King's Academy. We are thankful for our partnership with you as we work to continue to provide the highest quality instruction for our students. Please join us in continual prayer for safety and protection for those affected by the virus as we rest in the promise that God is in control.

*"Peace I leave with you; my peace I give to you. I do not give to you as the world gives. Do not let your hearts be troubled and do not be afraid." John 14:27*

Sincerely,



Jennifer Ceppo  
Middle and High School Principal