



Going Remote GUIDE

vartek

INTRO

Vartek Services strives to support our partner schools through preparation and planning. Though it is our hope that soon all will return to safe in-person learning our mission is to provide support and guide with helpful resources like this Going Remote Guide.

1

PREPARE AND PLAN

- Consider State Department of Education guidelines Focus on instructional goals
- Conversations with stakeholders
- Plan for multiple scenarios

2

SETTING EXPECTATIONS

- Create expectations for admin, teachers, staff, students, and families
- Include attendance, availability, academic requirements, content requirements, and communication

3

OPERATIONS, ACCESS, & SECURITY

- Support hours
- Hardware and software needs
- Learning Management System
- Live instruction platform
- Cybersecurity

4

REMOTE TEACHING & LEARNING

- Provide teacher and student training on programs needed for learning and instruction
- Consult technology integration leaders to choose best programs for synchronous and asynchronous learning

5

FAMILY & COMMUNITY

- Provide support to family and community helpers
- Create community in the digital world for engagement and social emotional support