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**DISTANCE LEARNING
FRANCIS TUTTLE**

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Francis Tuttle Technology Center Continuous Learning Plan

Francis Tuttle is actively monitoring the federal COVID-19 guidelines and Oklahoma's specific response to the pandemic. This is a very difficult time for everyone and the health and well-being of our students, customers, faculty, and staff are our primary concern. As a result of actions taken by the Oklahoma State Board of Education and the Governor's 'Safer at Home' executive order, we are suspending in-person instruction of our programs for the remainder of the semester. Furthermore, we have surveyed students and teachers to determine how best to transition to a distance learning solution and provide all of the necessary supports to ensure this transition is successful. Francis Tuttle offers a wide variety of programs, all with unique attributes. As a result, the details for each program's transition to distance learning will vary. Program-specific details will be communicated to each student by their teachers.

All Students

- All previously scheduled events such as student organization contests, NTHS ceremony, capstone expo, enrollment confirmation, and completion ceremonies have been canceled.
- Opportunities for students to pick-up instructional materials and/or personal items will be communicated to students by their teachers.
- A plan for student assessments (AP, certification exams, etc) will be developed and communicated to students in a timely manner.

High School Students

- Suspension of in-person instruction and co-curricular activities for the remainder of the spring semester.
- Distance learning opportunities will be provided by all programs.
- Grades for the semester will be the cumulative grades the students were carrying as of March 13th. Students will have an opportunity to improve their grades by submitting missing, late, or supplementary work which will be due no later than May 1st. These grades will be provided to the student's sending school no later than May 8th.
- From April 6th through the remainder of the semester, to the extent possible via distance learning, evaluation of program-related competencies will be recorded as a part of the student's official record at Francis Tuttle. Attendance, progress, and/or late work will not be factored into the evaluation of a student's mastery of program-related competencies.
- A plan for programs with strict licensure requirements including skill demonstrations or clinical rotations will be developed so students can complete these critical requirements.
- The semester will conclude on the student's last day of school at their home high school.

Adult Students

- Suspension of traditional in-person instruction and co-curricular activities for the remainder of the spring semester.

- Distance learning opportunities will be provided by all programs.
- To the extent possible via distance learning, proficiency of program-related competencies will be evaluated and recorded as a part of the student's official record at Francis Tuttle.
- A plan for programs with strict licensure requirements including skill demonstrations or clinical rotations will be developed so students can complete these critical requirements.
- The U.S. Department of Education is providing new guidance for students receiving Federal Financial Aid. We are continuing to evaluate the new flexibility being given to students and will be communicating specific requirements for student engagement moving forward.