To Whom it May Concern,

The asynchronous option for Harford County Public Schools during the COVID-19 Pandemic will be held at the Alternative Education Program (AEP) for the school year 2020-2021. Below you will find more information on what it entails to participate in the asynchronous learning option as well as requirements, courses that can/will be offered, and a sample schedule. If this is an option that you would like to pursue, please click the link below.

[High School Asynchronous Application](https://forms.office.com/Pages/ResponsePage.aspx?id=U6z2wXdrtU2Uck8QTurJaungBgCv7sBJnbLW4xgNSC1UQ1NHT01QVkpGQzNMVVlOTUxaVFZGUUdQSi4u)

 The following are the requirements of the asynchronous option:

* Students will be required to enroll at AEP.
* The time commitment for enrolling in the asynchronous option is for the entire school year.
* This option is not completely asynchronous. Students will be expected to attend face-to-face virtual sessions with their teachers twice a week as opposed to four times a week in the synchronous option at their current school.
* There will be a limited number of students who can be serviced asynchronously by AEP, so a wait list will be utilized once the capacity has been reached.
* Students will be placed in a cohort that will require they meet twice per week face-to-face virtually via Microsoft Teams. For the remaining days of the week students will be working on the course work independently which will be tied directly to their attendance accountability. (ie. A student must be able to show completion of assignments consistently throughout the week. If not, they will be marked absent.)
* At the High School level, AEP can offer the following courses:
	+ **Math:** Algebra I, Geometry, Algebra II, Statistics
	+ **English:** English 9, English 10, English 11, English 12
	+ **Science:** Biology, Introduction to Physics & Chemistry(IPC), Earth & Environmental Systems(ESS), Chemistry, Marine Science
	+ **Social Studies:** US Government, World History, US History, Psychology, Sociology
	+ **World Languages:** Spanish I, Spanish II
	+ **Physical Education:** Foundations of Physical Fitness, Physical Education 10-12
	+ **CTE:** Foundations of Technology(FOT), Advanced Design Applications(ADA), Advanced Technology Applications(ATA), Career Research & Development(CRD), Career Development & Preparation(CDPT), Career Work Experience(CWE)
	+ **Fine Art:** Fine Art Prep, Drawing & Painting

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| **Asynchronous Learning from Home**Learning is conducted in Microsoft Teams and the Florida Virtual/itsLearning platform. Students will have **limited access** to HCPS teachers and services. Parents play an integral role in the student’s learning process. |
| **High School***High school students enrolled in this option will utilize itsLearning and FLVS content (third party vendor***)** *with limited course availability****Student**** enrolls in the Alternative Education Program
* Minimum requirement of two synchronous days per week (20% of course work)
* Required to complete assignments independently during nonscheduled teacher time (80% of course work)

***Teacher**** Uploads content to itsLearning and oversee FLVS content
* Leads synchronous sessions
* Monitors submissions
* Provides feedback/grades
* Communicates with students/families
* Available from 7:00 am-2:20 pm

***Parent**** Creates and maintains a structured schedule for the school day
* Monitors work completion, submission, and attendance
* Provides social, emotional, and academic supports
* Accesses itsLearning daily
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| **High School Sample Schedule** |
| **Times** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| *7:45 AM -7:55 AM* | Attendance | Self-Directed/ Asynchronous Learning | Attendance | Self-Directed/ Asynchronous Learning | Teacher Office Hours Small Group Instruction Asynchronous Learning Special Programming |
| *7:55 AM - 9:05 AM* | Geometry | Spanish I |
| *9:15 AM - 10:25 AM* | Fine Art Prep | English II |
| *10:35 AM -11:45 AM* | Health | Adv. Design Apps |
| *11:45 AM - 12:45 PM* | Lunch | Lunch |
| *12:45 PM - 1:55 PM* | Chemistry | World History |