PRASHANTI VIDYA MANDIR SECONDARY SCHOOL

Date: 16/04/2020

DEVELOPING A SHARED VISION AND IMPLEMENTATION OF ONLINE ACADEMIC PLAN

Objective: *To keep students interested in academic and intellectual activities*

Background: (Ref: Responses to feedbacks; Sl.No. 04(2020)/T/0001, Dated: April 11, 2020)

Serial No. 17	Need to provide the guidelines of the task whatever given to the teachers.	This is very important and needs utmost priority. However, guidelines cannot be generated overnight, they get evolved in due course of time from shared ideas/experiences, deficiencies detected, deviations realigned, guided directions, and most importantly coherence within the system.

With great methods in place and the internet flooded with suggestive information, it's important that we choose locally relevant methods and appropriate resources for integrated use.

Below are certain markers that would prompt and guide us devise strategies for collective and effective implementation of a common online academic plan for the school. However, the modules thus prepared have to be section specific (Pre-primary, Primary, Senior) for their nature and wants are different from each other.

A typical plan of teaching and learning online comprises of the following steps:

1. Sending content with relevant video/document links or conducting online classes
2. An assignment (work-sheet) based on the above is sent.
3. Collection of assignments thereafter, grading/feedback by teachers
4. Students queries addressed.

Each of the above sets forth immense challenge on how we manage them in a most efficient and effective manner. Let me introduce sub-markers for each of the above steps.

Sending content with relevant video/document links or conducting online classes

1. As a result of the feedback received from teachers, online training in conducting live classes for teachers through Zoom was organized. However, challenge still remain with respect to providing training to those teachers who did not attend the training or are reluctant to learn and use. After ensuring that all have learnt to use the application, do we make it compulsory for all to use the application? Plan to train all teachers within a stipulated time.

2. Preparing and submission of consolidated lesson plan by the teachers to the Principal in order to keep track of the status of the completion of the syllabus and progress made.

3. Curating all self-created (in house build) online resources by creating a database of online resources as a repository in a systematic manner.

4. Well planned home engagement modules / more creative time table (schedule, time slot etc.)

5. Scheduling classes and sending planned syllabus one day in advance.

6. The internet and other mode of information are replete with information on Covid19. Let's give moral and value education to students on a specific day of a week by sending already existing resources. We need to identify and prepare a database of resources. Preparation of narrations on value-based stories are already being worked out by some teachers.

7. Preparation of a google docs where the teachers would fill in the information online on a daily basis on what was taught on a particular subject in a particular class on a particular day. This will help in record keeping and would be viewed by the Principal on a daily basis.

8. How do we keep track of attendance? Is it practically possible? How do we plan to do it keeping in view the variety of methods that we are using to teach students?

An assignment (work-sheet) based on the above is sent

1. Deciding the nature of assignment and setting a deadline for submission.

2. Creation of online assignment modules using google pages wherein the students can do and submit their assignments online. The submitted online pages is saved in the google docs of the teachers email id which may be assessed by the teachers for evaluation and further process. Language is no barrier for using google pages for they can be created in any language.

Collection of assignments thereafter, grading/feedback by teachers

1. A system for tracking of submission and recording of assignments with a uniform marking or grading system across classes.

2. How do we seriously pursue that students submit their assignment before the deadline for submission? This may be considered very important for it will help us gauge the learning outcomes and also help us grade the students accordingly and prepare ourselves with necessary feedbacks.

Students queries addressed

1. Creating platform where a teacher is able to organize feed-back or doubts clarifying session with students to discuss on lessons shared. A suggestion on what would be appropriate and easy to use by all needs to be formulated.

Apart from the above we also need to create avenues where children's creative minds also play in action. We could host poem/story/essay writing competitions on specific topics. We could host painting/sketching/photography competitions. We could also host music; instrumental/vocal competition on various genre. We could also host lyrics writing competition etc.

School home collaboration is on its peak. This is an opportunity for creating much deeper, more meaningful and long-term relationship with parents in their child's progress on the learning curve.

The above has to be worked out urgently to ensure we facilitate structured learning environment at home and also systematize our structure to ensure uniformity, coherence, and effective learning outcomes.
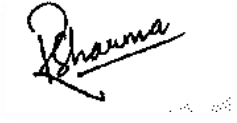
Let us dedicatedly put in our efforts to ensure that we come out with a structured plan in a day or two.

The following teachers are deputed to come out with a plan based on the above background. If the team feels the requirement to add some more thoughts or ideas, the team may analyze its nature and incorporate the same in any of the above category on which it falls.

Members:

1. Mr. Vishwa V. Limbu - Coordinator
2. Mr. Tilak Sunwar
3. Mr. Dawa Sherpa
4. Mr. Yashpal Rai
5. Mr. Nardeep Chettri
6. Mrs. Aruna Pradhan - Coordinator
7. Mr. Suraj Pradhan
8. Mr. Ghanashyam Roy
9. Mrs. Sophia P. Ansari
10. Ms. Anupama Rai

Note: You may also refer to the feedback document that was circulated to relate to thoughts expressed in this document.

Dr. Robin Sharma
Principal