DURHAM CATHOLIC DISTRICT SCHOOL BOARD
Learning and Living in Faith

Memorandum STSE20-21 024

To: Principals and Vice Principals, Student Services, Student
            Success, Program Support Teachers

From: Susie Lee-Fernandes, Superintendent of Education - Student Services

Date: November 23, 2020

Subject: **Virtual Learning Resources**

Origin: Shelley Phoenix, Manager of Social Work and Child Youth Counsellors/
            Chief Attendance Officer; Teresa Ezquerra, Student Services Consultant

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During the school closure, resources were created to provide guidelines for supporting students through virtual learning and to ensure privacy compliance when hosting School Team Meetings. These resources have been revised to provide guidelines and to ensure continued privacy for hosting virtual meetings and supporting remote learning, regardless of the status of school operations. As noted in the documents, Teams is the platform that is supported by DCDSB and should be used for all meetings. These guidelines apply to any approved place of work which may include: school, home or office location.

It is the expectation that these documents be used for every virtual school team meeting and considered when supporting students learning in a virtual environment.

The following resources can be found on the Student Services Department Team Site in the School Team Meetings Folder.

Guidelines for Support Staff in a Virtual Learning Environment
Student Code of Conduct for Virtual Learning
Remote STM using Teams- Administrators
Remote STM using Teams- School Staff
Remote STM using Teams- Parents/Guardians

Remote STMs Sample Script

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