



SUBMISSION FORM

All submission forms must include the following information. Separate submission forms must be turned in for each eligible program. **Deadline: July 1, 2021.** Please include this submission form with the electronic entry. If you do not receive an email confirming receipt of your entry within 3 days of submission, please contact [Gage Harter](#).

PROGRAM INFORMATION

County: County of Henrico
Program Title: Creating Courses to Support Online Learning
Program Category: Organizational Development

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Program Overview

The “My Schoology Classroom” professional learning series was created to ensure that all Henrico County Public Schools (HCPS) students, families, teachers and administrators have the knowledge and skills to be successful for the start of the 2020-21 school year in a virtual learning setting.

Beginning in early August 2020, more than 5,000 staff and administrators — in addition to our families of the over 50,000 Henrico County students we serve — had access to on-demand learning through the division’s learning management system, Schoology. This widespread access enabled its use for successful teaching and learning in virtual or in-person environments.

HCPS created My Schoology Classroom courses to enable learners to engage in learning anywhere, at any time. With more than 60,000 active HCPS users in Schoology, the courses provide targeted models for using Schoology for learning, and on-demand professional learning for stakeholders to meet their needs.

Problem/Challenge/Situation Faced by Locality

HCPS adopted a “Mission Forward” theme to kick off the 2020-21 school year. It stated, “In order to prioritize the health and safety of employees, students and families during the continuing coronavirus pandemic, HCPS will use a predominantly virtual start to the 2020-21 school year. The virtual model will be in place for at least the first nine weeks of the school year.” Mission Forward further defines what the learning will look like and “calls for a strong, structured and graded experience that is newly designed and developmentally appropriate. Students will learn through direct instruction from their teachers, receive feedback on their work, and foster relationships with both teachers and classmates.”

The division also stated that Schoology would support teachers as they design lessons, deliver instruction and assess students' learning. All teachers and those supporting teaching and learning needed to have the skills and understanding to use Schoology for the learning experiences provided to our students. The learning required for success on day one of the new school year needed to be accessible to more than 5,000 teachers, administrators, families and students in their learning communities through a virtual, on-demand format. Consideration also had to be given to the role and use of Schoology by each stakeholder. A teacher's need to ensure the design, delivery and assessment of learning would be different than an administrator's need to visit virtual classrooms and communicate with their learning communities. The My Schoology Classroom series of courses provided a solution to this need for ongoing learning, no matter virtual or in-person environments.

How Program Fulfilled Awards Criteria

"Anytime, anywhere learning" is one of the pillars of HCPS' [Henrico Learner Profile](#). The My Schoology Classroom courses innovatively embody the ideas behind this pillar by enabling the learner to choose to engage in learning anywhere, at any time. With more than 60,000 active HCPS users in Schoology, the course provides targeted models for using Schoology for learning, and on-demand professional learning for stakeholders to meet their needs. Timesaving benefits have also been seen, as we can more easily and quickly acclimate new staff to our platform.

How Program Was Carried Out

All teachers and those supporting teaching and learning needed to understand and have the skills to leverage Schoology to start the new school year to provide quality learning experiences and support student achievement. The understanding and skills required vary by role, and virtual professional learning was differentiated by elementary teachers, secondary teachers, school

leaders, families and substitute teachers. The My Schoology Classroom courses were delivered through Schoology and became accessible in the summer of 2020 from the division's Professional Learning Site, [HCPS University](#). Care was taken in the organization and content development to model high-quality online learning for students who engaged in the courses. Each course contains a welcome video to help orient the learner and identify the topics covered. The course structure also includes "I Can" statements, models of use, and an automated certificate of completion for professional development points and tracking.

Elementary and secondary teachers were provided with two leveled courses, My Schoology Classroom Part 1, and My Schoology Classroom Part 2. Part 1 focused on support for using Schoology to facilitate instruction for in-person learning, parallel hybrid learning and online learning. The topics included navigation, communication, design for learning and collaboration tools. Any additional section also focused on built-in Schoology accessibility and accommodation tools to help support all students' needs. Part 2 focused on accessing the division content to design and deliver the learning experiences for all students.

School Leaders were provided with a course designed to their specific needs, "Schoology Essentials for School Leaders." They also have access to the My Schoology Classroom parts 1 and 2. The course is designed to take advantage of Schoology as the virtual equivalent of a physical school building. For school leaders, Schoology provides the virtual opportunity to walk their school building, make P.A. announcements, perform classroom walkthroughs, access and leverage learning data, host engaging meetings, continue learning and find support when needed.

Each family was provided with a course designed to familiarize them with Schoology, connect with their student's account, and give them resources to best help their child with virtual learning.

Substitute teachers were provided with a course developed specifically to fit their needs. They need to know how to access Schoology, use basic navigation, get tips for leading a virtual classroom learning experience, and create their profiles in Schoology for families and students to reference.

The above professional learning courses were available in the summer of 2020 and are still currently accessible and part of the orientation process for new employees.

The use of Schoology provides consistent access to learning for our pre K-12 learners. Previous needs assessments and surveys of the students and Families clearly pointed to the recommendation for a “one- stop shop” to access content and learning experiences. Schoology supports this vision through its versatility, range of tools and ability to connect to external digital resources within the platform. Housing the professional learning necessary for all stakeholders to use Schoology for learning increases access to the platform.

Accessibility and meeting the needs of each student in a virtual environment or through digital tools can be challenging. The addition of the “Accessibility and Accommodations” section in the My Schoology Classroom – Part 1 course, provided teachers with training and experience to leverage the easy to use tools and settings within Schoology, and enabled them to design content that is accessible to students with learning disabilities. Some of the features included are:

- Use of the “tool tip” function, which gives guiding text or vocabulary support when the user hovers over a portion of text.
- The “outside Schoology” setting, enabling links or items to pop outside the window of Schoology, automatically allowing the user to employ screen reading and other adaptive software.

- The audio/video feature to record directions or other guiding material to support learning.

HCPS U website link: <https://sites.google.com/henrico.k12.va.us/hcpsuniversity/parallel-hybrid-support>

Financing and Staffing

The cost of Schoology as the division's learning management systems is an annual investment by HCPS through funds set aside for instructional technology. Significant time was invested by the innovative learning coaching teams who scoped, designed, and tested the courses with our various stakeholders, but no additional costs were incurred for added staff, programs, or materials.

Program Results

The My Schoology Classroom courses have served more than 8,500 staff members, 160 school leaders, and many family members since their release in August of 2020. These courses provide on-demand professional learning opportunities for new HCPS employees, families and students, and give them the knowledge and skills necessary to engage in high-quality learning in any type of learning environment.

The division stated that "Schoology, our learning management system, will support teachers as they design lessons, deliver instruction and assess students' learning." Some of the following analytics from the first nine weeks of the 2020-21 school year confirms that teachers were using Schoology to design, deliver and assess student learning.

- 66,909 active users.
- 2,524,962 assignment submissions.

- 1,386,736 discussion submissions.
- 1,087,823 test/quiz submissions.
- 312,534 links delivered.

Additionally, the courses act as a valuable resource for teachers to refresh their skills or try new approaches as they design, deliver and assess student learning within Schoology. The courses require little upkeep and serve as a natural model of quality instruction.

Brief Summary

In order to prepare for a partial or full virtual start to the 2020-21 school year, all teachers needed access to a platform for lesson planning, delivery, and assessment. With Schoology already being utilized by HCPS, especially at the secondary level, the task became building the skills and understanding needed by all teachers and those supporting teaching to effectively and fully utilize its capabilities and functions. The learning required for success on day one of the new school year needed to be accessible to more than 5,000 teachers, administrators, families, and students in their learning communities through a virtual, on-demand format.

Consideration also had to be given to the role and use of Schoology by each stakeholder. A teacher's need to ensure the design, delivery and assessment of learning would be different than an administrator's need to visit virtual classrooms and communicate with their learning communities. The My Schoology Classroom series of courses were created to meet this need for ongoing learning, no matter virtual or in-person environments.

Since its release in August of 2020, Schoology Classroom courses have served more than 8,500 staff members, 160 school leaders, and many family members. These courses provide on-

demand professional learning opportunities for new HCPS employees, families and students, as well as serving as a valuable resource for teachers to refresh their skills or try new approaches as they design, deliver and assess student learning within Schoology. There were over 2.5 million assignment submissions made during the first semester of the 2020-21 school year and over 300,000 links delivered. It is a platform that is being widely utilized across the division, assisting teachers and supporting instruction for pre K-12 students.

Creating Courses to Support Online Learning Supplemental Material

- HCPS U website: <https://sites.google.com/henrico.k12.va.us/hcpsuniversity/parallel-hybrid-support>
- Henrico Learner Profile: <http://blogs.henrico.k12.va.us/hlp/henrico-learner-profile/>

Snapshots of the course and “I can” statement

This screenshot shows the interface for a Schoology course titled "My Schoology Classroom (Part 1): Elementary" within the Henrico County Public Schools system. The page features a left-hand navigation menu with options like Course Options, Materials, Updates, Gradebook, Grade Setup, Mastery, Badges, Attendance, Members, and Analytics. The main content area includes an announcement about Schoology as a learning management system, a "Learning Tip" with a lightbulb icon, and a section for "Upcoming" assignments or events, which currently shows "No upcoming assignments or events".

This screenshot is similar to the one above but includes a top navigation bar for Henrico County Public Schools. The navigation bar contains links for COURSES, GROUPS, RESOURCES, TOOLS, and AMP, along with search, grid, calendar, and notification icons. The course content below is identical to the previous screenshot, showing the course title, announcement, learning tip, and upcoming section.

The screenshot displays the My Schoology Classroom interface for a Secondary course. The left sidebar contains navigation options: Course Options, Materials, Updates, Gradebook, Grade Setup, Mastery, and Badges. The main content area is titled "Design I Can Statement" and features a blue callout box with a checkmark and the text: "I can design authentic learning experiences aligned to VA Standards of Learning and the Henrico Learner Profile within Schoology." Below this, a green instruction bar states: "When finished, click NEXT at the top of the page" with a right-pointing arrow icon. The top right of the interface includes "Prev" and "Next" navigation buttons.



Design I Can Statement



S ✓ I can design authentic learning experiences aligned to VA Standards of Learning and the Henrico Learner Profile within Schoology.

When finished, click NEXT at the top of the page