



Distance Learning Curriculum Addendum

The addendum(s) are attached to the back of the original distance learning program plan and made available for a Technical Assistance Visit by a Grant Services Manager and/or the Distance Learning Manager from *Texas LEARNS*.

Name of New Curriculum: _____

Date: _____

(Please record the date the curriculum addendum was attached to the original DL Program Plan):

Site Name		
Names & Contact Info	<u>Distance Learning Teachers</u> (include the teachers' names who will provide instructional guidance for the new curriculum)	
Teacher Name		
Teacher Name		
Teacher Name		
Admin Name		
Phone / e-mail		

Description of Target Student Population:

(Describe the demographics of the student population including the academic areas of focus: ABE, GED, or ESL/EL Civics.

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Content Standards and Literacy Levels	<i>How will you apply the standards?</i>
1. Which national and/or state standards does this curriculum address?	
2. To what degree does the curriculum align with the <i>Texas College and Career Readiness Standards</i> ?	
3. How will you evaluate whether or not the curriculum is appropriate for the target student population's literacy levels?	

Communication and Instructional Strategies	<i>How will you ensure the students are able to use the new online curriculum, and they have instructional support?</i>
1. How will you orient the students to the curriculum content and/or the technology requirements including online software passwords, downloading plug-ins, using internet browsers, and email?	
2. How will you use the student's assessment results to guide instruction?	

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<p>3. How often will you communicate with students to re-evaluate personal goals and academic progress?</p>	
<p>4. How will you collaborate with existing classroom teachers so that students are encouraged to enroll in both face-to-face and distance learning classes (the Hybrid Model)?</p>	

<p>Documenting Student Contact Hours</p>	<p><i>How will you document and track direct and proxy hours for distance learning students?</i></p>
<p>1. Please describe the forms you will use to document and track the number of direct/proxy hours students are accruing each week.</p>	
<p>2. How often will enter attendance hours in TEAMS?</p>	
<p>3. Please describe the mechanisms you have in place to monitor/analyze distance learning reports in TEAMS.</p>	