



DISTANCE LEARNING

GUIDE FOR STUDENTS



Let's Move Mountains

Overview

The purpose of this guide is to provide guidance as Meridian and our students embark on distance learning on April 6, 2020.

Expectations

Students are expected to communicate with their instructors, complete all assignments provided to them and meet the deadlines given by their instructor.

Curriculum

The classroom may look different for each program. Instructors have the freedom to develop and deliver curriculum in a manner that is best for their students and for their program content.

How do I communicate with my instructor?

Our instructors are working to prepare to deliver content remotely starting April 6 and are contacting each student in their program. If you have not heard from your instructor, it could be because we don't have current contact information for you. Please reach your instructor by email if you have not heard from them already. We want to make sure you have the resources you need to start the week strong! You can find a list of email addresses [here](#) or call and leave a message with the updated information at our main number at 405.377.3333.

Students who have not made contact with their instructor by April 10, 2020, will be dropped from the program and could lose credits needed to graduate.

How do I return assignments?

The majority of assignments will be completed using an online learning management system. Some students will be using traditional textbooks and paper-based instructional packets. In this situation, your instructor will communicate with you on how to return the work.

Will attendance be taken and will work be graded?

Yes, instructors will keep timesheets for each student. Instructors will track attendance in virtual meetings, completed work and communication with each student. Students will earn grades similar to the way they were managed earlier in the year.

What day is the last day of school?

May 8 will be the last day of school. Our instructors will be working with adult students on federal financial aid who need additional clock hours past that time. Practical Nursing, Radiologic Technology and Health Informatics will continue on their regular schedules.

I am planning to take an AP exam. How have things changed?

The test typically takes 3.5 hours and has been modified to be 45 minutes and only include free response options. Multiple choice questions have been removed. Students will take the test at home. ETS is working to develop secure measures to identify plagiarism and to monitor a student's browser. They are also working to ensure the test is equitable and accessible. Students or parents can visit www.cb.org/tech to share their request for technology needs. ETS is publishing live and recorded content daily for each test area that can be found at www.youtube.com/user/advancedplacement. Specific dates of each test may change. Please contact your student's AP teacher for more information.

Will Meridian be holding a graduation ceremony?

We've made the difficult decision to cancel this year's graduation ceremony. We know that graduation is a time of celebration. We want to do everything we can to recognize the work of our students and are working on ways to celebrate the achievements of our students.

How will I receive my graduation certificate?

Graduation certificates will be mailed after all program requirements have been verified. If we do not have your current address on file, please update it by emailing rayleneh@meridiantech.edu.

I was scheduled to take part in a CTSO skills competition later this year, what is the status?

The Oklahoma Department of CareerTech (ODCTE) has made the difficult but necessary decision to cancel Skills, HOSA and FCCLA competitions.

How will instructional supplies be distributed and how do I get personal belongings from the school?

Meridian will be delivering instructional resources, if required, by specific instructors to the following schools during the schedule listed below: Agra, Carney, Glencoe, Guthrie, Morrison, Mulhall-Orlando and Pawnee.

Stillwater, Perkins-Tryon, Perry, Home-schooled, Private school and adult students will pick up instructional resources at Meridian if notified and required by their instructor.

Student Materials Pickup Schedule

School	Dates	Times
Agra	4/6	10:00 am - 1:00 pm
Carney	by appointment, call high school	
Glencoe	4/6 - 4/10	10:30 am - 12:00 pm
Guthrie	4/6 - 4/10	8:00 am - 12:00 pm
Morrison	4/7 - 4/10	8:00 am - 1:00 pm
Mulhall-Orlando	4/3	9:00 am - 12:00 pm
Pawnee	by appointment, call high school	
Perkins - Tryon	pick up resources at Meridian if needed	
Perry	pick up resources at Meridian if needed	
Stillwater	pick up resources at Meridian if needed	
Meridian	4/6	1:00 pm - 4:00 pm
	4/7	8:00 am - 12:00 pm

- Cosmetology students can pick up their kits from Lot B/Cosmetology Entrance Area on April 6 from 1-4 p.m. or April 7 from 8 a.m.-12 p.m.
- Digital Media students can pick up their computer from Lot H on April 6 from 1-4 p.m. or April 7 from 8 a.m.-12 p.m.
- All other resources will be picked up in Lot A near the Shultz Conference Center on April 6 from 1-4 p.m. or April 7 from 8 a.m.-12 p.m.
- Students may also request to pick up their personal items or have them delivered during these times.
- Please note that Meridian will be following CDC guidelines throughout the pick-up process. Please remain in your vehicle and be patient while we provide curbside service.

Questions

We are here to assist you with any questions you may have. For class-related questions, please contact your instructor directly. For other questions, please see the contacts below.

Questions regarding enrollment for the 2020-2021 year, please contact:

Jeanie Zagar

Executive Director

Career Planning/Career Development

jeaniez@meridiantech.edu

Questions related to student IEP/504, please contact:

Teresa Klingsick

Career Development Specialist

teresak@meridiantech.edu

Questions regarding program information can be directed to the Director of Instruction for the program area:

Dr. DeAnna Little

Director of Instruction for Trade & Industry programs

deannal@meridiantech.edu

David Shelton

Director of Instruction for Health & Academic Services

rdavids@meridiantech.edu

Linda Thompson

Director of Instruction for Professional Services

lindat@meridiantech.edu

Visit meridiantech.edu for more information as it develops.