


# Teacher Shortage Process

 PHASE 1	 PHASE 2	 PHASE 3	 PHASE 4	 PHASE 5
Implementation	Delivery	Accountability	Transition	Completion
<ol style="list-style-type: none"> <li>1. PO signed and HUB created</li> <li>2. Implementation call</li> <li>3. POC established</li> <li>4. User accounts created in SIS</li> <li>5. Import sheet retrieved and students uploaded in the SIS</li> <li>6. ISPD—one on-site and one webinar required</li> <li>7. Parent/guardian orientation</li> <li>8. POC enrolls students in course(s)</li> <li>9. Edgenuity teacher assigned to students for 18- or 36-week time frame</li> </ol>	<ol style="list-style-type: none"> <li>1. Students in the classroom will need a facilitator, but Edgenuity's VI will be the TOR</li> <li>2. Facilitator will be responsible for the following duties:               <ul style="list-style-type: none"> <li>▪ Maintain a positive, motivating learning environment</li> <li>▪ Communicate with virtual teacher(s) on an ongoing basis (if the school/district desires)</li> <li>▪ Distribute school equipment</li> <li>▪ Conduct progress checks to monitor students needing to get back and stay on pace</li> <li>▪ Assist students with customer support issues</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. Monitor measurable outcomes</li> <li>2. Mandatory biweekly data review meetings</li> <li>3. Focus on mastery and pacing</li> <li>4. Implement needed interventions</li> </ol>	<ol style="list-style-type: none"> <li>1. A permanent teacher hire will replace the facilitator</li> <li>2. The permanent teacher will work closely with the virtual instructor and be responsible for the following duties:               <ul style="list-style-type: none"> <li>▪ Maintain a positive, motivating learning environment</li> <li>▪ Distribute school equipment</li> <li>▪ Communicate with the virtual instructor(s) on an ongoing basis</li> <li>▪ Conduct progress checks to monitor students needing to get back and stay on pace</li> <li>▪ Provide enrichment activities and/or tutoring in the classroom for students struggling with concept mastery</li> <li>▪ Assist students with customer support issues</li> <li>▪ Celebrate student accomplishments</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. At the expiration of the contract, the district teachers will become TOR. The partnership with Edgenuity Instructional Services will conclude</li> <li>2. If desired, the district may continue to the blended learning approach utilizing Edgenuity's Courseware product</li> </ol>