

**MEMORANDUM**

**March 24, 2020**

We would like to thank the students, faculty, and parents who have answered our call to answer the online survey<sup>1</sup>. We have taken a look at each and every response and they have directed us to look at three factors that disturb, more than help, us in learning via distance mode. We hear you.

- (1) More than 35 percent have limited internet connection or no internet connection at all
- (2) More than 50 percent can only access the lessons through their mobile phones.
- (3) More than 70 percent are overwhelmed by the number of assessments

Our students can easily verify the figures since the results came from the different colleges.

With these numbers, one can easily choose to look at the hardships and get discouraged, especially during these trying times. But one can also choose to become a Lasallian and focus on working together to make things work in the midst of limited resources and despite these trying times.

We are calling on all Lasallians. We can still connect. The survey showed that. Maybe not through the usual educational platform but we can still connect - via Facebook, text messaging, and other creative ways by which we have found ourselves still connected. The comments in various pages have proven that. Let us realize that distance learning mode does not require online connection all the time to connect.

Specific measures have been updated to capitalize on our ways of connecting and mitigate if not totally eliminate the factors that impede us from learning. We are hopeful that through these updated measures, the current efforts that we are exerting to connect can be channeled to cultivating a learning environment that is responsive to the needs of the times. (Please see attached)

Thank you very much for your patience.

We value your voices. Let us continue to open the channels of communication and together arrive at viable solutions. And while lines between cities are demarcated by checkpoints, we draw no lines to communicate with you. It is my prayer that the spirit of Lasallian association allow us to come together and ultimately bring out the best in one another.

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<sup>1</sup> The survey showed the following:

- 1. 2470 students successfully connected to the online survey (either by themselves or through the help of their classmates or friends). Given the total college population of 6899, such sampling registers a 99 percent confidence level with only a margin of error of 1.58 percent, with each college proportionally represented.
- 2. 291 faculty (college and high school) successfully responded to the online survey
- 3. 58 parents answered the online survey, plus 72 who registered a “seen” status in a separate page in which the survey was made available.

**FURTHER LIBERALIZING EDUCATION IN THE MIDST OF A NATIONAL EMERGENCY  
(under the assumption that in-campus classes resume after April 15)**

***PART 1: SURVEY***

The survey<sup>1</sup> showed the following:

- 1. Internet access and assessment posting**
  - 1.1 Submission of assessment and access to the internet were the top two problems cited by high school and college students.
  - 1.2 Collection of assessments and internet connection were the top two problems cited by teachers.
- 2. Mental health and mobile phone use**

Comments section of both groups of students and faculty showed recurring concerns about health (primarily, mental). Survey coming from students also showed mobile phones as the only means by which many students can have access to the schoolwork.
- 3. Accommodation of students concern**

Comments section of teachers showed difficulty in accommodating students' individual concerns simultaneously.
- 4. Reliability of the distance learning mode (DLM)**

Other comments showed concern on the reliability of the DLM to deliver quality education, in general, and facilitate clear understanding of the lessons, in particular.
- 5. Satisfaction of parents**
  - 5.1 Parents, who are mostly of Junior High School students, were generally satisfied with the online learning scheme implemented.
  - 5.2 The same parents, however, would have opted that the number of assessments be reduced.

***PART 2: RESPONSE***

In light of the data presented, the following measures<sup>2</sup> shall be observed effective March 25, 2020.

- 1. On internet access and assessment posted**
  - 1.1 Students who do not have any way of connecting with the teacher, either through internet, text or through a friend, since day one of the distance learning mode, shall be given at the most:
    - 1.1.1 For high school: two weeks after resumption on in-campus classes to fulfill all the requirements missed.

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<sup>1</sup> Survey results for students were processed by the college student governments, while the results of faculty survey were facilitated the Policy Review and Development Office. The survey conducted among parents and the thematic analysis of the report submitted by the High School Student Council were conducted by the High School unit. For college, the assistance of the POLCA was requested, in facilitating the online survey among parents.

<sup>2</sup> The graduate school are given more liberty to carry out its distance learning mode, given the level of discipline, maturity, and scholarship expected to be exhibited by its community.

- 1.1.2 For college: Until the end of the Special term for non-graduating students and until June 22, 2020 for graduating students to fulfill all the requirements missed.
- 1.2 Subject teachers without internet access (WIA) may make the subject moderator<sup>3</sup> or another teacher teaching the same subject as co-teacher in the learning management system (LMS). The co-teacher (the uploader) shall be the one to upload or provide tasks to the students. The subject teacher will be the one to check and grade his/her students once on-campus classes resume. The WIA subject teacher can also coordinate with the department chair who will create a schoolbook account where lessons and assessments can be found.
- 1.3 All previous assessments shall be reopened. Students will be given at least five attempts to answer the assessments. For college, the deadlines of submission of all assessments (including previous ones) shall be extended until the time that the onsite classes resume.
- 1.4 Lessons and assessments for the remaining weeks
  - 1.4.1 For college, the lessons and assessments for the remaining weeks of the quarantine period shall be uploaded until March 31 to benefit those with limited internet connection. While these new lessons and assessments are being uploaded, the students can use the time to catch up with lessons and assessments missed during the first week of the distance learning mode.
  - 1.4.2 For high school, the uploading of lessons and assessments shall strictly follow the online schedule. No late materials shall be allowed. Uploading of lessons following the schedule shall be done by teachers from 8:00am to 12:00 noon.

## **2. On mental health and mobile phone use**

- 2.1 The allow more time for reflection and pause, the streamlining of the syllabus is reiterated. All uploaded assessments should be effective yet simple.
  - 2.1.1 For College, the learning plan shall follow this formula: 1 lesson/assessment per week<sup>4</sup>
  - 2.1.2 For high school, an online schedule for uploading of materials shall be implemented.
- 2.2 To easily register on mobile phones, lessons shall be succinct, with bulleted points on the things to do and on the online resources (video or journal) that must be checked out.

## **3. On accommodation of students concerns**

- 3.1 Students who will be asking via email, chat, or text message shall observe a turn-around time of 24 hours to receive a response

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<sup>3</sup> Pertinent CILP policy and guidelines shall be suspended for this purpose.

<sup>4</sup> The syllabus for the rest of the quarantine period shall be streamlined based on this arrangement, with priority on core lessons and those that can be easily understood under distance learning mode.

3.2 To allow both teachers and students to attend to responsibilities and concerns, other than academics, real-time communication between teachers and students shall be limited to the following:

3.2.1 For College, anytime from 1:00 to 5:00 pm (or as desired by both parties)

3.2.2 For High school, from 1:00 to 5 pm, following its implemented class schedule

#### **4. On reliability of the DLM**

4.1 Teachers will review and improve online assessments and lessons to be posted. They are encouraged to use a variety of learning modality.

4.2 Aside from the ways indicated above to accommodate student concerns, seminar type/refresher programs for major subjects shall be organized by the academic cluster/departments upon resumption of classes to help make sure that core lessons have been clearly understood and tasks (lab work, thesis-related work) that essentially require onsite meetings have been covered.

4.3 For the coming Special Term, identified subjects can be taken simultaneously with prerequisite subjects. A list for this purpose shall be submitted to the AVCAS by the colleges.

#### **5. Other measures**

5.1 Similar with the previous advisories, the faculty shall only need to submit the following by the end of April 2020: portfolio of student assessments, documentation of engagement for non-schoolbook users.

5.2 All related advisories and all student services (including library, wellness, technical support) that are carried out despite the distance learning mode can be found at <https://www.dlsud.edu.ph/news/2020/distance.htm>

5.3 Parents are encouraged to provide moral support to students at home. They should also monitor patiently the progress of their children in accomplishing online tasks.

5.4 For high school, homeroom advisers will conduct regular online homeroom (on their agreed time) to facilitate in addressing the concerns of advisees.

5.5 The schedule of grade 12 major exam shall be rescheduled from April 24 – 25 to the first week of May.