

Chester CCUSD #139: **PK - 5th** Remote Learning

Goal: To deliver Chester Elementary School students, consistent and meaningful learning opportunities, instruction and assessment while maintaining the safety directives of the Illinois State Board of Education and the IDPH.

The following is an outline of a plan to be refined over the coming weeks and will continue to change as the year progresses.

Framework

Students will be provided with five hours of instruction each day;

- Math
- Reading
- Writing
- Science
- Social Studies
- Music
- Physical Education

Instructional Delivery:

- Google Classroom will be the main platform used for K-5 classrooms. A mix of digital and “paper/pencil” assignments will be utilized.

Collection / Assessment / Grading

- Traditional and non-traditional assessments
- Traditional Grades will be assigned and recorded in Skyward for students and parents to access.
- Progress reports and standards based report cards will be made available quarterly to show student progress.
- Most assessments will be administered remotely with the opportunity for small group assessments to be taken in person depending on current health guidelines.

Daily Schedule

- Students
 - Digital lessons will be encouraged to be completed daily.
 - Google Meets discussions will be available with teachers in the afternoon
- Teachers
 - Teachers will collaborate with their grade levels and building administrators to create lessons in the morning
 - Teachers will facilitate discussions via Zoom in the afternoon and provide feedback.
 - Teachers may meet with small groups of student in person when appropriate.

Special Education

- Special education and 504 students will be provided the same accommodations and modifications outlined in tier IEP. Special education teachers will work with regular education staff to determine the appropriate modifications for any electronic/home based learning materials
 - Special education teachers will contact families to determine the appropriate methods to supply help during the assigned work times.
 - Help may be provided via email, school phones, Zoom, and Google Hangouts / Meets using school accounts.

Teachers

- Collaborate within each department to create lessons in the morning.
- Facilitate discussions via Zoom in the afternoon and provide feedback
- Meet with small groups of students in person when appropriate

Communication

- Communication between students and teachers will be via
 - Google Classroom
 - Email
 - Meets classroom discussions
 - Phone Calls
 - Remind 101 (texting app)
- Ongoing communication with parents can help teachers assess how remote learning is going.

Expectations

- Teachers
 - Upload a weekly agenda for each class by Monday morning through Google Classroom
 - Upload daily lessons for each class
 - This may include voice over Google Slides/Notes or teacher-created instructional videos using approved platforms.
 - Teachers will be available for daily Meets classroom discussion, for each class during their scheduled time.
 - Record attendance daily via Skyward
 - Grade and assess student progress throughout the day.
 - Provide frequent and timely feedback to the students using the approved platforms
 - Develop alternate strategies for students with IEP's or students in need of other learning accommodations.
 - Encouraged to build relationships with students and parents from the beginning of the school year. This could be accomplished through Meets meetings, small group in-person gatherings and positive contacts.

- Students:
 - Students are expected to be engaged and complete assignments as if they were participating "in-school".
 - If students need assistance, students may "attend" the Meets Hours for their scheduled class or may contact the teacher directly via approved communication platforms.
 - Students must report to each class daily via Google Classroom.

Attendance

- Via Google Classroom and recorded using Skyward
 - If students cannot attend class, parents are expected to report the absence to our attendance line and follow the guidelines for student attendance outlined in our student handbook.

In-Person Opportunities (depending on current health guidelines):

- Students will have the opportunity to attend PK-5 classrooms in small groups to participate in the following
 - Orientation Activities
 - Small Group instructional opportunities for struggling learners
 - Small Group instructional activities for students without internet access.
 - Small group instructional opportunities for struggling learners
 - Students that fail to adequately engage in remote learning
 - Students with limited access to to the internet
 - Special services
 - Special education related services
 - Social work
 - Speech
 - Reading
 - Interventions
 - 5404 services
 - Guidance counseling/ social work services

Student Orientation:

- Pk-5 and New Students:
 - Students will be invited to attend orientation in small groups or virtually depending on current health guidelines
 - Tutorials for remote learning will be provided for all students and parents.

Technology Needs

- District families will be surveyed to determine technology needs
- Students will have the opportunity to check out a device, if needed.
- Internet accessibility needs handled on an individual basis.

Nutrition/Health

- Meal Distribution will take place two days per week. (Grab and Go)
- Nurse, Social Worker, and other school staff will reach out to families to check on needs while schools are closed.