

Lexington CUSD #7

AT A MINUTE'S NOTICE

Gathering Our Minutemen to Return to Learn



The Minutemen Return: Remote Learning Plan
Families and Students
Sept. 1, 2020

REMOTE LEARNING

The document below will attempt to define what Remote Learning will look like for the 20-21 school year and when Remote Learning might be needed. While this document will attempt to “define” remote learning, **we still anticipate needing to share more specifics with our families and students when implementation is necessary, including student schedules.**

Remote Learning could last for extended lengths of time or very brief periods. Types of closures that could lead to remote learning include regional and state shut downs which will be decided by the IDPH/governor, as well as local closures which may be decided by the IDPH, governor, county health department, Superintendent, or a combination of any of those entities. Reasons for the district to move to remote learning include but are not limited to: response to a spike or surge in COVID-19 cases in our region, county or school; inclement weather; driving conditions; unsafe temperatures; emergency situations such as no utilities; etc.

Closure length may range from a few weeks/months like we saw in the Spring of 2020 to more frequent, intermittent, brief closures where the school may shut down for 1-3 days for deep cleaning purposes.

In the event of a one-day closure for such reasons as a “snow day” or for deep cleaning, it may not be feasible to distribute technology and get live instruction in place for such a short period of time. In this event, the staff may fall back to more “prepared lessons” which may include packets, worksheets, asynchronous instruction, and minimal live virtual instruction.

In the event of a known longer closure, we anticipate needing the first day to distribute technology to families, work through challenges with Internet connections, and make a connection with our students/families. Lessons and work will still be assigned on the first day. As a closure continues, students/families can expect a more consistent schedule that revolves around live virtual instruction.

Whether we can't meet in person due to snow or a virus, our staff will overcome the challenges and find a way to maintain and gain!!!

AGE-APPROPRIATE ACADEMIC SCHEDULES:

Students will be asked to follow an age-appropriate academic schedule. Student schedules will be shared prior to remote learning implementation. Students (K-12) in Illinois are required to engage in a minimum of five (5) hours of instruction per day. Those five (5) hours may be a combination of live instruction, online instruction, and independent work. Lexington #7 remote learning plan will be based on the following:

Guiding principles for Face-to-Face Virtual Instruction (approximate):

- Elementary total daily virtual face-to-face instruction: 1.5-2 hrs/day
- Junior High total daily virtual face-to-face instruction: 2 hrs/day
- High School total daily virtual face-to-face instruction: 2 hrs/day

Guiding principles for Independent Work (approximate):

- Elementary total daily independent work: 2.25-3 hrs/day
- Junior High total daily independent work: 3 hrs/day
- High School total daily independent work: 3-4.5 hrs/day

STAFF AVAILABILITY

We recognize the staff faces the same challenges as many of our community members face during school closures. We believe that it is important that in order to be effective at our responsibilities, that balance must exist for our employees. We ask that families and students respect teachers' need to learn, plan, rest, and recharge by limiting emails/communication to the established school day hours (8 AM to 3:30 PM). Staff will do their best to accommodate the needs of children and families outside of the standard work day.

For the students/families that need more assistance than just sending an email, our faculty will have established office hours in which our students/families can sign up and correspond with a particular teacher.

GRADING

Lexington #7 will utilize and uphold its traditional grading standards during remote learning instruction. Faculty will have the discretion to address remote learning in their classroom policies and syllabi including addressing such issues as scheduling, bandwidth, and other challenges that may arise for students completing assignments during a remote learning period.

ATTENDANCE

Students will be expected to attend classes during remote learning just as they are expected to attend classes during in-person instruction. Student attendance will be monitored and recorded during remote learning.

SOCIAL AND EMOTIONAL ASSISTANCE

- Staff will continue to be available to any and all students who need social and emotional assistance during this time.
- Counselors and social workers will continue outreach to all students on their caseloads.
- Any student or family in need of immediate assistance in terms of mental health should email mking@lexington.k12.il.us or wbachman@lexington.k12.il.us.

SPECIAL EDUCATION AND EMERGENT BI-LINGUAL:

- Special Education Case Managers will partner with classroom teachers to ensure that accommodations and modifications to remote learning plans are made for each student with special needs on their caseload. Additional time and support is provided as needed for students.
- Students or parents/guardians should contact their teacher or principal immediately if additional support is needed.
- School administration will address appropriate means of translation for Emergent Bi-Lingual students, followed up with extended time to work with an instructional specialist upon return.

TECHNOLOGY

COMMON PLATFORMS FOR REMOTE LEARNING

- Our preschool - 2nd grade families and staff will utilize the app **SeeSaw** as a common instructional platform for each of their classes/content areas. Utilizing this app will allow faculty and families/students to be able to share assignments, announcements, instruction, and housing of essential resources to support learning for the 20-21 school year. Staff may also use other platforms such as ZOOM and Google Hangouts to better meet the needs of our students/families.
- Our 3rd grade - 12th grade families, students, and staff will utilize **Google Classroom** as a common instructional platform for each of their classes/content areas. Utilizing this platform could include the sharing of assignments, announcements, instruction, and housing of essential resources to support learning for the 20-21 school year. Staff may also use other platforms such as ZOOM and Google Hangouts to better meet the needs of our students/families.

CHROMEBOOK CHECK-OUT

In the event that the district anticipates a longer closure, students who need Chromebooks will be able to check them out for use at home.

- Each student will already have been assigned a Chromebook that they will be able to use if needed. ***Before a Chromebook can be sent home/checked out, we must have a signed technology agreement on file.***
- In the event the district is notified of an impending closure and if students are *present*, we will work to have students who need devices take them home on the final day of classes before the closure.
- If we learn of a closure and students are *not present*, we will arrange to get the devices to the students who need them or make them available for pick up. The district will work with families/students to pick up other materials (textbooks, etc.) as needed.

INTERNET ACCESS

We understand that not all families have Internet access, nor do all families have reliable Internet services.

Unreliable or Limited Internet Service:

- ***Please, first, check with your Service Provider.*** Most companies eliminated restrictions on data, upload/download speeds when families let them know that they had children engaging in Remote Learning. (This applies to both Internet Service Providers and Cellular Hotspots.)
- We are also aware that MVNO (Mobile virtual network operator, a wireless communications services provider that does not own the wireless infrastructure) is available in the Lexington area. There is an up-front cost to these services as well as a monthly fee; however, some families are finding that they receive better, faster Internet using this service.

Limited Income:

- For families who are unable to afford Internet access, ***please, first, check with local service providers.*** Many are offering reduced-fee services.

Hotspots:

- We also have a very limited number of hotspots that families can apply for *after* they investigate services available to them.

MEAL DISTRIBUTION

Similar to the Spring of 2020, Lexington #7 will work with our families to provide meal distribution for our students in the event of school closure. We will utilize the district's transportation services to work to deliver meals to specific drop-off locations in our community, as well as provide a pick up option at the school. In order to know how many meals to prepare, families will be asked to sign up in advance for this opportunity.

EXTRA-CURRICULAR EVENTS AND ACTIVITIES

If the district moves to remote learning, the ability to proceed with after-school events or activities will be determined on a case by case basis.

REMOTE LEARNING PLANNING DAYS

The State of Illinois has granted all schools 5 Remote Learning Planning (RLP) Days. Regardless of whether we are in a Remote Learning situation (or whether students are receiving in-person instruction), students will *not* have instruction on those days.

- The following dates have been identified as Remote Learning Planning Days:
 - August 24, August 31, November 2
- The district still has two remaining Remote Learning Planning Days to use at its discretion. We will do our best to notify staff and families as far in advance as we can when we intend to use those days.

RECOMMENDATIONS TO FAMILIES

- Maintain regular school hours.
- Monitor your children whenever they are on their devices.
 - Keep it in a family space (not necessarily the student's bedroom)
 - Establish a time for when the device is turned off
- Encourage activities that do not require the use of technology (physical activity, reading a book, playing a game with siblings, etc.)
- Regularly monitor your child's progress on assignments. Have your child show you his/her work as well as how to access their account.
 - Have your child share with you his/her username(s) and password(s)
- Please reach out to our staff when your child/you are struggling or in need of some assistance.

UNDERSTANDING:

- It is understood among this committee, that this document is a living and breathing document.
- The remote learning plan committee will meet on an as needed basis to review this document and make any and all necessary changes.
- Last update: Sept. 1, 2020