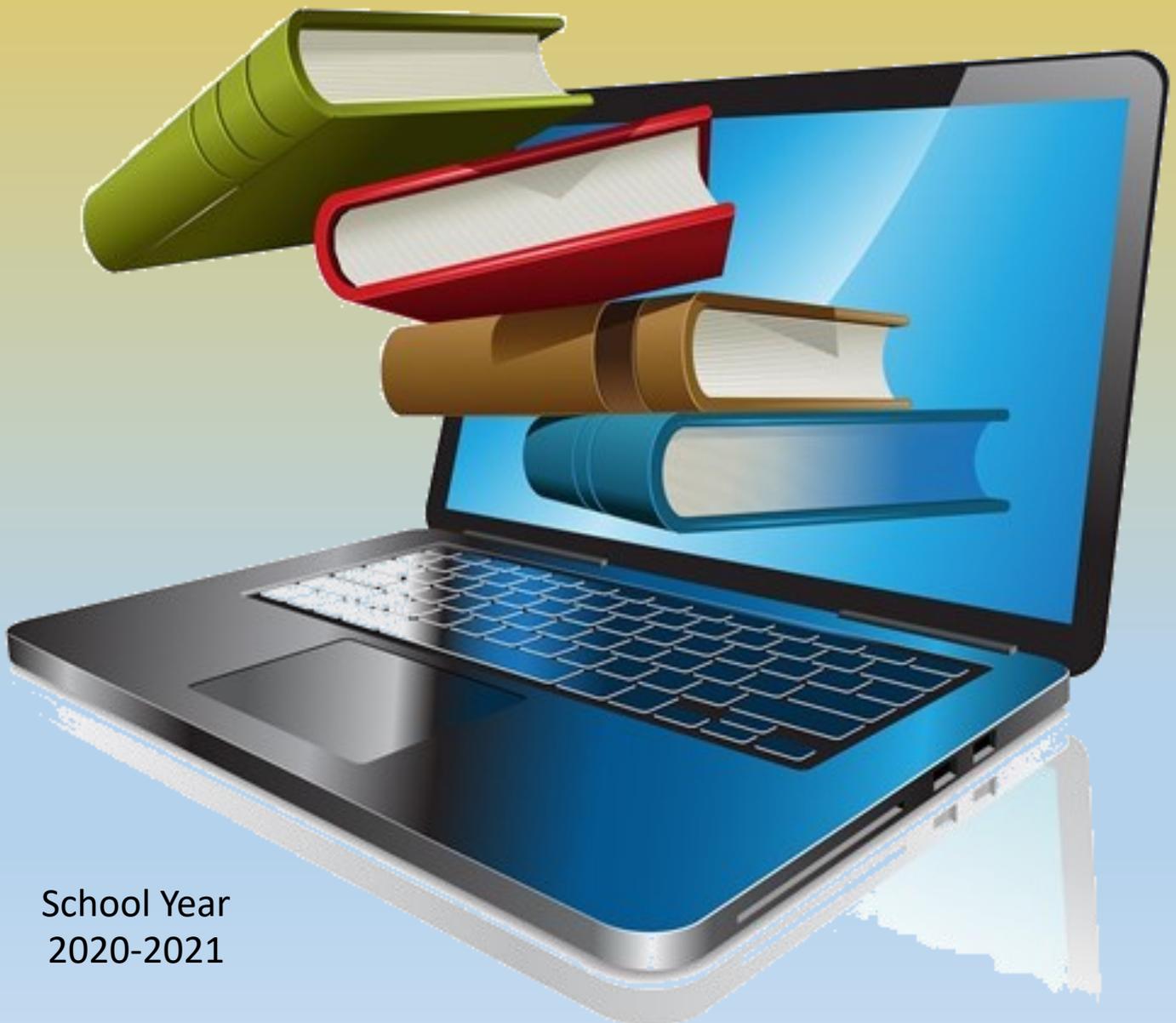


# Frankfort 157-C

## Optional Remote Learning Setting



School Year  
2020-2021

# Frankfort District 157-C Optional Remote Learning Setting

## 2020-21 School Year

**Remote Learning (Optional)**- When on-site learning is in session, D157-C will give parents the opportunity to choose Remote Learning as an alternative to sending their children to in-person learning.

**Remote Learning (Mandatory)**- When the state or district mandates an all school closure where ALL students must learn from home.

### General Guidelines

If school is in session, parents may choose either in-person learning or optional Remote Learning from home. Remote Learning enables schools to provide continuous educational opportunities for all students and is designed for those times when students and educators are not able to be in the same physical space. It is important that students, supported by their families and teachers, can have the opportunity to participate in Remote Learning. Portions of this Remote Learning plan are subject to change in the event of a statewide or district extended school closure. All stakeholders, teachers, parents, and students should assume the best intentions of each other in executing this plan.

### Goal

Frankfort District 157-C is committed to serving the needs of our students and ensuring they are ready for the next year of instruction whether school is held in person or in a remote setting. The primary goal of the Remote Learning setting is to allow access to curriculum and instruction virtually. Remote Learning will consist of the following:

- Grade level standards will be emphasized each day
- Students will be expected to participate in live sessions with their teachers to receive instruction pertaining to new content
- A variety of learning pathways will be utilized to include live lessons in real time, pre-recorded lessons, digital learning platforms and apps, non-electronic and/or hands on materials and independent practice
- Assessments, both summative and formative, will be administered
- Grades and feedback will be provided for work completed (at teacher's discretion)
- Students in grades 3-8 will utilize Microsoft Teams as their learning platform. Live instruction will be delivered via Teams Meet.
- Students in grade Pre-K through 2 will utilize Seesaw as their learning platform. Live instruction will be delivered via ZOOM.
- PowerSchool management system will house grades and report cards for students and parents in grades 3-8
- Traditional report cards at Grand Prairie will be issued
- Students with Individualized Education Plans (IEP), Section 504 Plans and English Learners will have appropriate accommodations and/or modifications applied to their Remote Learning experience.

## **Optional Remote Learning**

In the remote setting, learning will continue moving forward as students utilize digital tools and engage in teacher-prepared District adopted learning content. Certified staff will provide new content aligned to 157-C curriculum, Illinois learning standards, and will provide a continuous feedback loop for students.

If parents choose the optional remote learning pathway when school is in session for learners, there will be some notable changes compared to the mandatory fall remote learning experience.

- Students will be assigned a new Remote Learning teacher(s)
- Certified staff will be available only during live contact times and scheduled meetings
- Students will receive a new Remote Learning schedule
- Students that qualify will receive ADVANCED/HONORS placement in math.
- Students that qualify will be placed in a CORE ELA class and will receive the ADV/HON ELA titles to read independently
- Student/teacher live contact time may vary
- Students will have new classmates
- Students will have access to PE/ENCORE instruction via prerecorded lessons and activities
- Students participating in 8<sup>th</sup> Grade Spanish will receive live instruction and grades
- Schedules and teachers may change as numbers increase/decrease in this option

## **Student Expectations**

- Daily attendance will be taken every morning in grades PreK-5 and before every class period in grades 6-8
- Students receiving special education services will follow their specialized instruction and related services schedules as determined by case manager
- Take advantage of all learning opportunities provided by teachers
- Be Responsible, Be Respectful and Be Safe while working online
- Be respectful of classmates working from home
- Check your learning platform daily for learning activities from your teachers
- Attend all your teacher's live lessons
- Be responsible for your district issued device while at home. Do not have food or drink near your device and keep your device in a safe spot while not in use. Charge your device each night.
- If you experience technology issues with your device, please fill out the form [here](#) with your specific issue.
- All handbook rules remain in effect for remote learning
- Students should dress appropriate for school
- Don't be afraid to ask your teacher(s) any questions you may have. (Please allow a response window of 24 hours)
- Complete and submit your assignments by the assigned due dates
- Check your grades in PowerSchool weekly (grades 3-8)

## **Parent/Guardian Expectations**

- Daily attendance will be taken for all students.
- Follow the same procedures for attendance as with in-person learning. Parent/Guardian are expected to report their student absences for the day. Call your child's school office to report an absence.
- Students will be given assignment/assessments to participate in and grades will be assigned at teacher discretion.
- Non-electronic materials will be made available for scheduled parent pick up.
- Ensure your child is ready to participate in school activities each day.
- Ensure you can login to the parent portals of PowerSchool and Seesaw.
- Regularly monitor student's assignment completion and grades by logging into PowerSchool (grade 3-8). If your child is struggling, do not hesitate to contact the teacher for additional support.
- Identify a space for students to complete remote learning work at home that is free from distractions. Ensure all materials are readily available prior to the start of the day.
- Maintain a routine for school by encouraging students to get enough sleep, eat healthy meals and snacks, and allow time for movement throughout the day.
- Set sensible time limits for personal technology use.
- Remind students how to best communicate with their teachers.
- Allow students to work independently. Do not feel the need to correct all your child's errors. Allow the learning process to take place. Please do not interrupt live lessons.
- Familiarize yourself with your student's weekly and daily schedule.
- Reach out to teachers with questions via email. In most cases, please allow for a 24-hour turnaround for replies to parent e-mails. Responses are not to be expected in the evening or over the weekend. Teachers will be readily available to work with students and answer questions Monday through Friday during typical school hours.
- Review remote learning behavior expectations with your child regularly.
- Participate in virtual Teacher Meet and Greets, Parent-Teacher Conferences, or any requested meetings.
- Inform your child that it is illegal to record teachers' lessons or use pre-recorded lessons in any way other than their intended purposes.

## **Access to Technology**

Lessons can be accessed via any web-connected device. Teachers will plan for a variety of learning opportunities that balance the amount of screen time with other types of activities. The lessons our teachers have designed will require each student in the household to have access to their own device during the students' school day. The district will provide a loaner device for every 157-C student (pending order status). Parents are responsible for securing a home internet provider.

## **Non-Electronic Materials**

Print materials will be made available for scheduled pick up. This may include textbooks, workbooks, novels, paper packets, manipulatives, instruments, art supplies, etc.

## **Attendance**

Students will be required to participate in Remote Learning (O/M) daily. Attendance will be taken each day. In the event of any absence, the students' parent(s)/guardian(s) is required to call the school prior to the start of the school day and explain the reason for the absences. There are two types of absences: excused and unexcused. Excused absences include: loss of internet, illness, observance of a religious holiday, death in the immediate family, family emergency, situations beyond the control of the student, circumstances that cause reasonable concern to the parent(s)/guardian(s) for the student's safety or health, attending a military honors funeral to sound TAPS, or other reason as approved by the building principal.

## **Student School Day**

The Remote Learning (O/M) school day may be modified. Students will be expected to participate in live lessons and view pre-recorded lessons with their teacher(s) throughout the school day. Students will be engaged in CORE subject areas. ENCORE and PE lessons and activities will also be provided as an independent option. Assessments and assignments to reinforce skills will be given.

## **Teacher Availability**

Teachers will be expected to monitor and respond to questions individually or in a mass communication with our electronic resources during the student school day. Teachers will use various means to stay connected with students including, but not limited to, teacher webpage updates, video conferencing, emails, personal phone calls, etc.

## **Curriculum**

Teachers will work collaboratively in the CORE subject areas to offer learning opportunities that are aligned to state standards and will prepare students for the next level. ENCORE and PE lessons and activities will be available for student participation. Support teachers and interventionists are given the autonomy to modify assignments to meet each student's unique needs. Lessons and activities will be posted daily on Seesaw (PreK-2) or Microsoft Teams (3-8). Parents will be responsible for material pick up on a scheduled basis.

## **Social-Emotional Well-Being**

The social/emotional well-being of our students and staff is equally important as academic learning. During Remote Learning (O/M) our certified staff members will make every effort to support the social/emotional well-being of our students with personal phone calls, emails, virtual conferencing and weekly check-ins. SEL lessons and activities will be available for student participation.

## **Grading**

Students will be provided feedback and support for all work completed. In PreK-2, teachers will use Seesaw to communicate progress on student work and assessments. In grades 3-8, teachers will use OneNote and Teams to communicate progress on student work and assessments and PowerSchool to record grades. Grades will only be given in courses that participate in live lessons.

## Assessments

- **Formative Assessments:** The district's formative assessments for students in grades k-8 will be administered and may be taken for a grade during the extended school closure. These include exit tickets, quizzes, skills checks, daily assignments, etc.
- **Summative Assessments:** The district's summative assessments for students in grades k-8 will be administered during the extended school closure. These include outcome assessments, math module assessments, performance tasks, etc.
- **Benchmark Assessment:** FastBridge©, The district's local benchmark assessment for students in grades 1-8 will not be administered during an extended school closure. Parents that choose the Remote Learning (O) option, in lieu of in person learning, will be required to bring their child into school by appointment to complete the FastBridge© and/or progress monitoring assessment.

## Opportunities for Special Needs, 504 and EL Students

Students eligible for special education or Section 504 will receive their lessons in the same manner as their peers via the District's website unless otherwise notified by the individual student case manager. Students with special needs and their parents/guardians will have access to their case managers, related service providers, and general education teachers through email, SeeSaw or Microsoft Teams to report any issues they may encounter on Remote Learning days. According to each student's individualized plan or program, direct instruction, consultation services, modifications, and/or accommodations will be provided to the student. Services may look different during Remote Learning days (O & M) compared to a regular instructional day as the staff is working diligently to ensure the continuity of each student's individualized plan. These services may be delivered through a variety of platforms including electronic means, paper packets, video conferencing, and both individually or through group means as determined by special education teacher or related service staff. English Learners will receive supports from their ESL teachers during the extended school closure.

## Intervention

Frankfort District 157-C is committed to providing student interventions through the Multi-Tiered System of Support model (MTSS). Identified students may receive additional support in identified areas. Intervention support will continue during Remote Learning to help close gaps in learning. Priority will be given to Tier 3 students receiving intensive interventions. Interventionists will collaborate with classroom teachers to determine schedules, provide intervention and progress monitor the implemented supports.

## Training for Staff

Professional Development in the form of video tutorials and 1:1 planning with the instructional coaches will be provided. On-going meetings and learning opportunities for teachers will be provided. Periodic questionnaires will be distributed to teachers to gauge technology and academic needs.

### **Teacher Planning**

All teachers will be expected to plan collaboratively. Teachers will be required to create lesson plans that align to the weekly learning targets. Each plan may include live teaching, pre-recorded lessons and independent practice. Teachers will collect evidence of learning in the form of homework, skills-checks and assessments. Teachers are responsible for delivering instruction and meeting the needs of the students assigned to them.

### **Available Lunches**

D157-C contacted all parents /guardians of students who participate in the free and reduced lunch program to arrange meal pick-ups during the mandated extended school closure. Lunches are available for any student in need. For further inquiries please send an email to [kambrosini@fsd157c.org](mailto:kambrosini@fsd157c.org) with student name and parent contact information.

This plan was created in collaboration with the Frankfort Teachers' Association and was agreed upon on July 13, 2020. This document will be reflected on and refined in collaboration as needed throughout the 2020-21 school year.