



STUDENTS



FAMILIES



TEACHERS



SCHOOLS



New Lenox School District 122
Remote Learning Plan
Board Presentation August 18, 2020

New Lenox School District 122 Remote Learning Plan

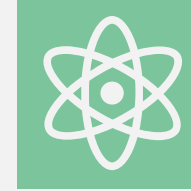
AUGUST 18, 2020



MANDATED REMOTE PLAN



SCHEDULES



**TEACHER & STAFF
EXPECTATIONS**



STUDENT EXPECTATIONS



PARENT SUPPORT



**TOGETHER WE CAN ACHIEVE
ANYTHING**

MANDATED REMOTE LEARNING PLAN



GRADES 1-8

Remote Learning consists of 5 hours of student activity for five days.

At least 2.5 hours be synchronous learning (real-time instruction with live interaction)

At least 2.5 hours will be asynchronous learning (self-paced, academic engagement).



PRE-K-KINDERGARTEN

Remote Learning consists of 2.5 hours of student activity for five days.

At least 1.5 hours will be synchronous learning (real-time instruction with live interaction).

At least 1 hour will be asynchronous learning (self-paced, academic engagement).



ATTENDANCE

ISBE mandates attendance.

Attendance will be taken at the beginning of the day and for each class.

Students will be considered in attendance if they are logged on and complete assignments.

The expectation is students attend virtual school during the scheduled school hours.



ATTENDANCE CONSIDERATIONS

We understand due to daycare situations and other family obligations, some students may not be able to log on during the scheduled times.

Teachers will record components of their live lessons for students to access later.

Special arrangements must be made for students in this situation to ensure students are receiving instruction.

MANDATED REMOTE LEARNING SCHEDULES



- Schedules follow the regular school day with shortened hours to adhere to the ISBE guidelines.
- Student schedules are based on a 5.5 hour day in order to accommodate lunch.
- Additional student support time is available outside of the 5.5 day. During this time teachers will be available to accommodate students and attend to tasks such as assessing students, making family connections, reteaching students, and collaborating and planning with colleagues.


MANDATED REMOTE SCHEDULE-CHERRY HILL



AM Session Mandated Remote Schedule	PM Session Mandated Remote Schedule	Full Day Session Mandated Remote Schedule
Student Hours	Student Hours	Student Hours
8:30am - 11:00am	12:30pm - 3:00pm	8:30am - 2:15pm
<p><i>An hour and a half of this time will be a combination of the following:</i></p> <ul style="list-style-type: none"> Whole Class Instruction Small Groups Specials Student Work Time Related Services Individual Goal Work Assessment 	<p><i>An hour and a half of this time will be a combination of the following:</i></p> <ul style="list-style-type: none"> Whole Class Instruction Small Groups Specials Student Work Time Related Services Individual Goal Work Assessment 	<p><i>Three hours of this time will be a combination of the following:</i></p> <ul style="list-style-type: none"> Whole Class Instruction Small Groups Specials Student Work Time Related Services Individual Goal Work Assessment
Teacher Work Time 8:00am - 8:30am	Teacher Work Time 3:00pm - 3:15pm	Teacher Work Time 8:00am - 8:30am

MANDATED REMOTE SCHEDULE-KINDERGARTEN



	
Student Hours 8:25am - 10:55am	Student Hours 12:20pm - 2:50pm
8:25am - 8:40am	12:20pm-12:35pm
Attendance, Announcements, Check In, Morning Work	Attendance, Announcements, Check In, Morning Work
8:40am - 10:55am	12:20pm - 2:50pm
Student Classes: ELA: 75 minutes Math: 30 minutes Science/ Social Studies: 15 minutes Specials: 15 minutes Independent Work Time	Student Classes: ELA: 75 minutes Math: 30 minutes Science/ Social Studies: 15 minutes Specials: 15 minutes Independent Work Time
10:55am - 11:05am	12:05pm - 12:20pm
Student Support Including but not limited to small group, reteaching time, special education, assessment, Rtl support, and staff office hours	Student Support Including but not limited to small group, reteaching time, special education, assessment, Rtl support, and staff office hours
Teacher Work Time 7:55am - 8:25am	Teacher Work Time/Lunch 11:05am - 12:05pm

MANDATED REMOTE SCHEDULE-PRIMARY



Primary Mandated Remote Schedule	
Student Hours 9:00am-2:30pm	Teacher Hours 8:45am-4:00pm Teacher Work Time 8:45am-9:00am
9:00am-9:20am	9:00am-9:20am
Attendance, Announcements, Check In, Morning Work	Attendance, Announcements, Check In, Morning Work
9:20am-2:30pm	9:20am-2:30pm
Student Classes: ELA: 120 minutes Math: 60 minutes Science/ Social Studies: 50 minutes Specials: 30 minutes Lunch: 30 minutes Independent Work Time	Student Classes: ELA: 120 minutes Math: 60 minutes Science/ Social Studies: 50 minutes Specials: 30 minutes Lunch: 30 minutes Independent Work Time
2:30pm-3:30pm	2:30pm-3:30pm
Student Support Including but not limited to small group, reteaching time, special education, Rtl support, assessments, and staff office hours	Student Support Including but not limited to small group, reteaching time, special education, Rtl support, assessments, and staff office hours
Teacher Work Time 3:30pm-4:00pm	



MANDATED REMOTE SCHEDULE-INTERMEDIATE

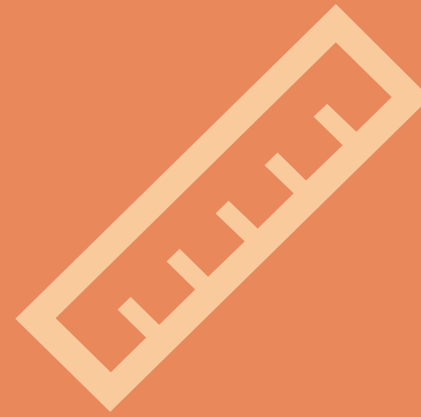
Intermediate Mandated Remote Learning	
Student Hours 7:45am-1:15pm	Teacher Hours 7:05am-2:20pm Teacher Work Time 7:05am-7:45am
7:45am-8:00am	7:45am-8:00am
Attendance, Announcements, Check-in, Bell Ringer	Attendance, Announcements, Check-in, Bell Ringer
8:00am-1:15pm	8:00am-1:15pm
Student Classes: ELA 90 minutes Math 45 minutes Science or Social Studies 45 minutes Specials 30 minutes WIN 30 minutes Lunch 30 minutes Independent Work Time	Student Classes: ELA 90 minutes Math 45 minutes Science or Social Studies 45 minutes Specials 30 minutes WIN & Student Work Time 30 minutes Lunch 30 minutes Independent Work Time
1:15pm-2:00pm	1:15pm-2:00pm
Student Support Including but not limited to small group, reteaching time, special education, assessments, Rtl support, and staff office hours	Student Support Including but not limited to small group, reteaching time, special education, assessments, Rtl support, and staff office hours
Teacher Work Time 2:00pm-2:20pm	

MANDATED REMOTE SCHEDULE-JR HIGH



Martino Blue- Liberty Blue		Martino Gold- Liberty Red	Times
Morning Announcements			8:20 - 8:25
1		8	8:30 - 9:20
2		9	9:30 - 10:20
3/4 - 4/5		10/11 - 11/12	10:30 - 11:20
Student / Teacher Lunch			11:25 - 11:55
6		13	12:00 - 12:50
7		14	1:00 - 1:50
Student Support Including but not limited to small group, reteaching time, special education, assessment, Rtl support, and staff office hours			1:50 - 2:55
Teacher Work Time 2:55pm-3:10pm			

REMOTE LEARNING INSTRUCTIONAL MINUTES



- Instructional minutes breakdown the instructional school day by subject.
- It is a guideline for synchronous and asynchronous learning.
- Times for core subjects, fine arts, lunch, and additional support times are listed.

REMOTE LEARNING INSTRUCTIONAL MINUTES



Kindergarten		
Student Schedule & Hours 8:25am-10:55am 12:20pm-2:50pm	Student Live Minutes	Student Independent Work Minutes
Attendance, Announcements, Check In, Morning Work	15	
ELA Whole (Phonemic Awareness, Phonics, Reading, Printing, Writing)	30	
ELA Small Group 1	15	30
Math	20	10
Sci/SS	15	
Specials	15	
Total LIVE teacher instruction	1 hour 35 minutes	
Total LIVE minutes with special	1 hour 50 minutes	
Total minutes with independent work		2 hours 30 minutes
Student Support Time		10 minutes

REMOTE LEARNING INSTRUCTIONAL MINUTES



Primary		
Student Schedule & Hours 9:00am-2:30pm	Student Live Minutes	Student Independent Work Minutes
Attendance, Announcements, Check In, Morning Work	20	20
ELA-Whole Group	30	
ELA Small Group 1	30	
ELA Small Group 2		30
ELA Small Group 3		30
Math	40	20
Science/Social Studies/Character Ed, Internet Safety	30	20
Specials	30	
Lunch		30
Total LIVE Teacher Instruction	2 hours 30 minutes	
Total LIVE Minutes with Special	3 hours	
Total Independent Work Time		2 hours
Total Student Instructional Attendance Day		5 hours
Total Minutes with independent Work & Lunch		5 hours 30 minutes
Student Support Time		45

REMOTE LEARNING INSTRUCTIONAL MINUTES



Intermediate

Student Schedule & Hours 7:45am-1:15pm	Student Live Minutes	Student Independent Work Minutes
Attendance, Announcements, Check In, Bell Ringer	15	
ELA	60	30
Math	30	15
Science/Social Studies	30	15
WIN	30	
Specials	30	
Lunch		30
Total LIVE Teacher Instruction	2 hours 45 minutes	
Total LIVE Minutes with Special	3 hours 15 minutes	
Total Independent Work Time		1 hour 30 minutes
Total Student Instructional Attendance Day		5 hours
Total Minutes with Independent Work, Transitions, & Lunch		5 hours 30 minutes
Student Support Time		45

REMOTE LEARNING INSTRUCTIONAL MINUTES



Junior High				
Student Schedule & Hours 8:20am-2:55pm	Days Met Per Week	Minutes Per Day	Student Live Minutes	Student Independent Work Minutes
Attendance, Announcements, Check In, Bell Ringer	5	15	15	
ELA	5	50	30	20
Math	5	50	30	20
Science	2.5	50	30	20
Social Studies	2.5	50	30	20
Reading Seminar	2.5	50	30	20
PE	2.5	50	30	20
Cycle	2.5	50	30	20
Encore	2.5	50	30	20
Lunch	5	30		30
Total LIVE Teacher Instruction			2 hours 45 minutes	
Total Independent Work Time				1 hour 30 minutes
Total Student Instructional Attendance Day				5 hours

NLSD 122 ORIENTATION SCHEDULE



CHERRY HILL FULL DAY

AUGUST 24-AUGUST 28

iPad & Curriculum Distribution

Virtual Orientation Days (CH & Trail)

**Virtual Meet & Greet Zoom (1-6)
Welcome Video (7-8)**

Begin Remote Learning Daily Schedule

CHERRY HILL PRE-K

AUGUST 31-SEPTEMBER 4

KINDERGARTEN

AUGUST 31-SEPTEMBER 4

PRIMARY

AUGUST 24-AUGUST 28

INTERMEDIATE

AUGUST 24-AUGUST 28

JUNIOR HIGH

AUGUST 24-AUGUST 28

TEACHER WORK DAY & ATTENDANCE



TEACHER WORK DAY

Teachers work contracted hours during mandated remote learning.

Personal daycare arrangements and family care obligations are the responsibility of the teacher and should not interfere with the contracted work hours.

Teachers & Staff must call the principal and subline to report any absences.

TEACHER ATTENDANCE

Teachers are required to have 5 days of remote lesson sub plans.

Teacher schedules for remote lessons may NOT be altered. For example, groups and whole group lessons are at the predetermined time.

SUB PLANS

If a teacher is unable to work his/her contracted hours, then he/she will call the sub line and notify the building principal.

Teachers will create 5 days of remote sub plans in the event a teacher needs to take a day off.

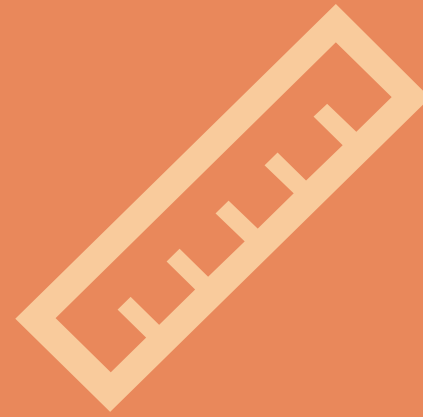
Remote sub plans can be a combination of pre-recorded videos and independent work.

LONG TERM SUB

If a teacher is off several days in a row, then the principal will determine if a sub will be assigned.

Longer leaves will automatically constitute a sub replacement.

TEACHER EXPECTATIONS



- TEACHER LESSON EXPECTATIONS
- RTI EXPECTATIONS
- SPECIAL EDUCATION SERVICES
- REMOTE LEARNING ASSESSMENT EXPECTATIONS
- READING SPECIALIST & EL TEACHER
- FINE ARTS & SUPPORT STAFF

TEACHER LESSON EXPECTATIONS



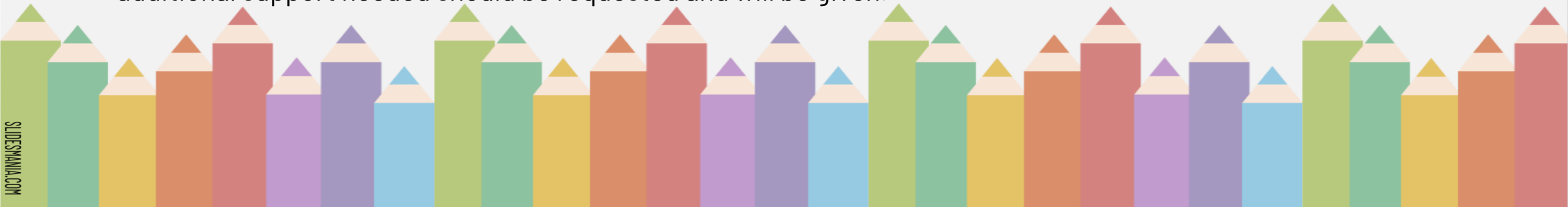
- Teachers are expected to follow the core curriculum, use the grade level digital subscriptions, adhere to the pacing guides, curriculum maps, and scope and sequences for their subject areas taught.
- Teachers will post an announcement or newsletter outlining the weekly assignments, tests, and activities for the week. This should be posted by Monday morning.
- Teachers will post assignments and schedules in Seesaw and Google Classroom for the upcoming day/lessons by the end of their contractual day.
- Teachers must submit lesson plans to their principals weekly.
- Teachers will add their principals as co-teachers in their Seesaw and Google Classroom.
- Teachers will respond to parents and students within 24 hours during the school week.



TEACHER LESSON EXPECTATIONS



- Teachers will provide Zoom links for class sessions in Seesaw and Google Classroom.
- Teachers will share their Zoom links with principals. Principals will be popping into your live Zoom lessons and monitoring activities in Seesaw and Google Classroom, similar to walk-throughs in the building.
- Teachers will record the core components of their live lessons for students who need to view at another time.
- Student Support Hours are required times when teachers and staff will work with students and families. This includes but is not limited to small group, reteaching time, special education services, Rtl support, assessments, staff collaboration, and training.
- Teachers are expected to take ownership of their own learning and professional development. Training and support will be provided on Institute Days, School Improvement Days, and through NLU. 1:1 support will be available from administration, the DLAs, the Instructional Technology Coach and Tech Department. Any additional support needed should be requested and will be given.



RESPONSE TO INTERVENTION (RtI) SUPPORT



- Some students benefit from tiered support through our Response to Intervention program.
- Research based interventions will be provided from classroom teachers, reading specialists, and additional NLSD 122 staff.
- Interventions will be provided in small group settings and one on one as needed.



SPECIAL EDUCATION SERVICES



- Special education services will be provided utilizing synchronous and asynchronous learning.
- Remote learning plans will be developed for each student to outline their individualized service delivery.
- Accommodations/modifications will be provided as outlined on each student's remote learning plan.
- Paraprofessionals will be utilized to support student learning. These responsibilities may include providing accommodations, assisting students with completion of remote learning lessons, re-teaching concepts, and review/practice of skills.



REMOTE LEARNING ASSESSMENT EXPECTATIONS



- The ISBE guidance states that schools should return to traditional grading policies for the 2020-2021 school year. The goal is to support student learning and report progress.
- Teachers will use our grading guidelines and procedures when assessing students and posting grades.
- Teachers are required to provide grades and formative feedback in Seesaw and Google Classroom.
 - Teachers in grades 4-8 will post grades in PowerSchool on a regular basis.
- Teachers will administer district, classroom, and state assessments.
- Students will be assessed using a variety of formative and summative measures.
- All mandated state assessments will be given in accordance with ISBE guidelines.
- Local assessments will be given including but not limited to ELA and Math diagnostic assessments, unit tests, classroom assessments.
- aimswebPlus benchmark assessments will be administered. (Teachers will be trained on how to utilize the online assessment tools.)
- Running records will be administered in grades 1-3.

READING SPECIALISTS & EL TEACHER

EXPECTATIONS



READING SPECIALISTS

Reading Specialists at Grades 1-3 will provide support to students that have qualified for Power Reading.

Students may require a combination of check-in and collaboration with the Reading Specialist and classroom teacher to make accommodations to assignments, activities, and assessments.

READING SPECIALISTS

The Reading Specialist will support students in small groups, one on one and will continue to progress monitor students to assess their progress.

Reading Specialists will help train teachers and staff on the aimswebPlus assessment, Running Records and online interventions.

EL TEACHER

The EL teacher will be available for ongoing support to provide appropriate activities based on a student's English proficiency.

Students may require a combination of check-in and collaboration with the EL teacher and classroom teacher to make linguistic modification and accommodation to assignments, activities, and assessments.

EL TEACHER

The EL teacher will support each student's linguistic levels through same group and 1:1 instruction and parent engagement.

The EL teacher will administer the required ISBE mandated assessments and will screen students based on the Language Survey to determine qualifications for EL services.

FINE ARTS & SUPPORT STAFF



ART, MUSIC, PE

Art, Music, PE Teachers will continue to provide lessons to students in PreK-Grade 6.

Art, Music, PE Teachers will have scheduled times for live instruction.



ENCORE & CYCLE

At the junior high, students will have cycle and elective courses.



BAND & ORCHESTRA

Band & Orchestra Teachers will schedule sectionals with their students.



SUPPORT STAFF

All paraprofessionals will have assignments working with students.

They will receive training on our digital learning platforms and tools.

All staff with additional time in their schedule will be assigned to instructional or clerical duties based on their qualifications.

STUDENT EXPECTATIONS



Students will attend the scheduled live classes for whole group and assigned small groups.

The teacher and principal will work with families to support learning opportunities.

Students must log into Zoom, Seesaw (PreK-3 & Cherry Hill) or Google Classroom (Grades 4-8) daily.

Students must participate in all discussions and be prepared for all assignments and tests.

Students will complete all assignments and submit by the due date.

Students are expected to do their best work and participate in all learning activities.

Students will participate in all district, teacher created, and state assessments.



STUDENT EXPECTATIONS

CONTINUED....



Students will contact their teachers with any questions using the procedures set up by their teachers (Seesaw, Google Classroom, email).

Students will adhere to all handbook procedures, school and classroom rules.

Students and families must review the Technology Handbook and adhere to the guidelines and requirements for device usage, virtual learning expectations, and curriculum assignments.

Students in grades 4-8 should monitor their grades in PowerSchool on a regular basis. Students in Grades Pre-K-3 will receive only final grades in PowerSchool.

Students should review feedback given in Seesaw or Google Classroom.

Students should work with parents to set up a quiet and comfortable learning space and establish daily routines to support at-home learning.



PARENT SUPPORT



ROUTINES

Reserve a space for students to complete remote learning work at home.

Encourage students to get enough sleep.

Set sensible time limits for personal technology use.

Help students establish and follow regular daily routines.

Ensure your child is ready to participate in school activities according to their building assigned remote learning schedule.

COMMUNICATION

Parents should read all school and teacher communications, check student's assignments and grades.

Parents should reach out to teachers with any questions via email. In most cases, teachers will respond within 24 hours during the school week. Responses are not to be expected in the evening or over the weekend.

Parents should follow the regular procedures for attendance. Parents should call the school office to report their student's absence.

Remind students how to best communicate with their teachers

TECH SUPPORT AT HOME

Parents should review the [Technology Handbook](#) with their child.

Parents and students need to be aware it is illegal to record teachers' lessons or use pre-recorded lessons in any way other than their intended purposes.

Review remote learning behavior expectations with students regularly.

HOME SCHOOL CONNECTION

Allow students to work independently. Do not feel the need to correct all their errors. Allow the learning process to take place.

Regularly monitor student's assignment completion and grades.

Familiarize yourself with your student's weekly and daily schedule.

Participate in Virtual Expectation Event, Parent-Teacher Conferences, or any school events or requested meetings.



TOGETHER WE CAN ACHIEVE ANYTHING

Staff



Students



Families



Together

